Appendix A

Integrating Resources:
A Cataloging Manual

Prepared by
Diane L. Boehr and Alice E. Jacobs
National Library of Medicine*
With the assistance of
Regina T. Wallen and Kathleen M. Winzer
Robert Crown Law Library, Stanford University

August 2003

***National Library of Medicine, National Institutes of Health, Department of Health and Human Services**

Acknowledgments

The original mandate to produce integrating resources documentation stemmed from a discussion held at the 2001 BIBCO Operations Committee meeting. In the true spirit of the Program for Cooperative Cataloging (PCC), the development of this manual has been a cooperative effort; it reflects the collective responsibility of the CONSER and BIBCO programs for the cataloging of these items. Members of both groups have played a significant role in its development and refinement.

The actual duty of creating cataloging instruction and outlining PCC policy for integrating resources (IRs) fell to the PCC's Standing Committee on Training (SCT) and to the BIBCO Coordinator. When two veteran National Library of Medicine catalogers with significant experience in the cataloging of IRs bravely volunteered to develop this manual, the news was welcomed with appreciation and anticipation.

The BIBCO Coordinator and the Chair, Standing Committee on Training, express their heartfelt gratitude to those catalogers, Diane L. Boehr and Alice E. Jacobs, for their dedicated efforts in preparing this manual. The content of this manual was greatly enhanced with the assistance of Regina T. Wallen and Kathleen M. Winzer, both of Stanford University, as well as the contributions of Judy Kuhagen and David Reser of the Cataloging Policy and Support Office, Library of Congress, and Jean Hirons, former CONSER coordinator. Their additions, suggestions, and diligent review added significantly to the content and to its usefulness. Appreciation also goes to Adam Schiff (University of Washington) and the members of the BIBCO and CONSER OpCo and SCT for their review of the content and their support regarding the decisions included in this manual. The PCC is fortunate to be able to call upon the expertise of LC's CPSO specialists and to have a cadre of highly qualified, enthusiastic catalogers to provide the documentation that is the underlying core of all its cataloging.

As with all cataloging documentation, this manual is a work in progress. There remain a series of unresolved issues, many of them complex, which will require more discussion and final decisions. Decisions may also need to be revisited as collective experience in the cataloging of integrating resources increases. When the implementation of code "i" is finalized and other unresolved issues are settled, the manual will be revised to reflect those changes.

David Banush   Ana Cristán
Chair, PCC Standing Committee on Training   BIBCO Coordinator
Cornell University   Library of Congress

Preface

Cataloging in the twenty-first century means that librarians need to plan for and cope with emerging formats. They need to face the changing and increasingly electronic environment with open minds and a heavy dose of flexibility. The cataloging of integrating resources, a form of issuance now codified in the *Anglo-American Cataloguing Rules* 2nd edition, 2002 revision, is perhaps the first such monumental change to be faced by catalogers of this new millennium, but it is certain there will be others.

As part of the PCC endeavor to equip catalogers with the necessary tools to grapple with this new mode of issuance, the first to be shared by the two components of the PCC (BIBCO and CONSER), we volunteered to develop this cataloging guide. We hope that it will prove helpful to catalogers dealing with integrating resources, whether they organizationally are monographs catalogers or serial catalogers. In fact, we assert that these distinctions will become increasingly blurred in the years to come.

Appropriately enough, the work on this manual was supported by the communication and exchange made possible by the Internet and electronic mail. Without that underlying infrastructure, this year-long project would have taken many months longer.

We wish to thank the members of the Program for Cooperative Cataloging Standing Committee on Training (PCC SCT) for their careful review of this guide. Thanks and acknowledgements are also due to Jean Hirons, the former CONSER Coordinator, David Reser, and Ana Cristán, Library of Congress. Invaluable assistance was provided by Judith Kuhagen, Library of Congress, Cataloging Policy and Support Office, who provided thorough and painstaking comments on several drafts. Ann Sitkin, Harvard Law Library, also assisted with issues dealing with updating loose-leafs. We also thank John B. Wright, Brigham Young University, who contributed by providing the RLIN fixed field examples.

As always, the cooperative spirit that is the underpinning of the Program for Cooperative Cataloging proved to be the framework for the development of what we hope will be a successful training tool.

<div style="text-align: right">

Diane L. Boehr
Alice E. Jacobs
Regina T. Wallen
Kathleen M. Winzer

June 2003

</div>

Integrating Resources Chapter
Table of Contents

Module Introduction

Integrating resources represent a bibliographic mode of issuance introduced in AACR2 with the 2002 revision. The rules now clearly recognize a third mode of issuance, other than serials and monographs. Integrating resources –those bibliographic resources that are added to or changed by means of updates that do not remain discrete and are integrated into the whole –had always been somewhat problematic to catalog with earlier versions of AACR2 because those resources exhibit characteristics of both monographs and serials.

For a long time, most integrating resources were in print form—as publications in loose-leaf format. LC issued a special manual, Adele Hallam's *Cataloging Rules for the Description of Looseleaf Publications*, which provided guidance in cataloging such materials, but it was never formally incorporated as part of AACR2. With the dramatic increase in integrating resources available on the Internet, it became clear that more formal guidance on how to catalog this type of material was needed.

A new bibliographic level was defined in MARC 21 for integrating resources, and chapter 12 of AACR2 has been completely revised to incorporate this category. The chapter has been renamed "Continuing Resources" and now covers rules for serials and integrating resources (both finite and continuing). At the same time, MARC 21 fields that formerly were used only for serials are now to be used in records for integrating resources. Because many libraries have monographic catalogers working with integrating resources, these catalogers need to become familiar with some new concepts and coding dealing with frequency, regularity, and linking fields.

This module documents PCC practice with occasional references made to LC practice; PCC libraries are not obligated to follow these LC-specific instructions.[1]

Objectives

This module will discuss:

- What constitutes an integrating resource
- Areas where cataloging differs from monographic or serial cataloging, including MARC 21 coding conventions used in cataloging integrating resources
- Special considerations in the cataloging of integrating resources

References

Anglo-American Cataloguing Rules. 2nd ed., 2002 revision. Chicago, Ill.: American Library Association, 2002-

---

[1] The 2002 preface to the *Library of Congress Rule Interpretation* indicates that the "…glosses *LC practice*, *PCC practice*, or *LC/PCC* practice are used to distinguish practices of these organizations from general national practice".

Barrett, Marcia. *Source of Title Note for Internet Resources*. Online Audiovisual Catalogers Association, Cataloging Policy Committee, 2001. Retrieved August 28, 2002 from: http://ublib.buffalo.edu/libraries/units/cts/olac/capc/stnir.html

BIBCO Participants' Manual. Carol Hixson, David Banush, Ana Cristán, eds. Washington, D.C.: Program for Cooperative Cataloging, 2002. Retrieved January 10, 2003 from: http://www.loc.gov/catdir/pcc/bibco/bpm.pdf

CONSER Cataloging Manual. 2002 ed. Jean Hirons, ed. Washington, D.C.: Library of Congress Cataloging Distribution Service, 2002-

Kuhagen, Judy. *AACR2 2002 Revision: Impact on Updating Looseleafs*. Washington, D.C.: Library of Congress, 2002. Retrieved January 19, 2003 from http://www.loc.gov/catdir/pcc/ir/updatingll_02.ppt

Library of Congress. *Library of Congress Rule Interpretations*. 2nd ed. Washington, D.C.: Cataloging Distribution Service, Library of Congress, 1989-

Library of Congress. "Descriptive Cataloging Manual: Public Sections" in *Cataloger's Desktop*. Washington, D.C.: Library of Congress Cataloging Distribution Service, 1994-

MARC 21 Format for Authority Data:Including Guidelines for Content Designation, 1999 ed. Prepared by Network Development and MARC Standards Office. Washington: Library of Congress, 1999-

MARC 21 Format for Bibliographic Data: Including Guidelines for Content Designation, 1999 ed. Prepared by Network Development and MARC Standards Office. Washington: Library of Congress, 1999-

Miller, Steven Jack. *Cataloging Integrating Resources: A Prototype PCC Training Resource*. Retrieved August 28, 2002 from http://www.loc.gov/catdir/pcc/bibco/irtrng702_files/frame.htm

NACO Participants' Manual. 2nd ed. Washington, D.C.: Library of Congress Cataloging Distribution Service, 1996.

Reser, David. *AACR2 2002 Revisions: Impact on Integrating Remote Access Electronic Resources*. Washington, D.C.: Library of Congress, 2002. Retrieved January 19, 2003 from http://www.loc.gov/catdir/pcc/ir/AACR2rev_dr02.ppt

Subject Cataloging Manual: Subject Headings. 5th ed. Washington, D.C.: Cataloging Distribution Service, Library of Congress, 1996-

Tillett, Barbara. *2002 Revision of AACR2 and LC Implementation, Dec. 1, 2002*. Washington, D.C. Library of Congress, 2002. Retrieved January 19, 2002 from http://www.loc.gov/catdir/pcc/ir/AACR2rev_ovrvbt02_files/frame.htm

Definitions of Terms Used in This Module

Absorption

A resource that is absorbed into another resource. (AACR2 12.7B8d)

Continuation

A resource that continues a previously published or issued resource. (AACR2 12.7B8a)

Continuing resource

A bibliographic resource that is issued over time with no predetermined conclusion. Continuing resources include serials and ongoing integrating resources. (AACR2)

Database

A collection of logically integrating data stored together in one or more computerized files, usually created and managed by a database management system. (MARC 21)

Direct access (Electronic resources)

The use of electronic resources, via carriers (e.g., discs/disks, cassettes, cartridges) designed to be inserted into a computerized device or its auxiliary equipment. See also Remote access (Electronic resources). (AACR2)

Electronic resource

Material (data and/or program(s)) encoded for manipulation by a computerized device. This material may require the use of a peripheral directly connected to a computerized device (e.g., CD-ROM drive) or a connection to a computer network (e.g., the Internet). (AACR2)

Finite resource

[A concept not defined in AACR2, but considered to be the opposite of "continuing"]. A bibliographic resource issued once or over time with a predetermined conclusion (completed within a finite number of parts or iterations). Includes monographs and finite integrating resources. (Miller)

Integrated entry

A method of description in which an existing bibliographic record is changed to describe the current iteration of a resource. Also called integrating entry. (Miller)

Integrating resource

A bibliographic resource that is added to or changed by means of updates that do not remain discrete and are integrated into the whole; can be finite or continuing. Examples include updating loose-leafs and updating Web sites. (AACR2)

Iteration

An instance of an integrating resource, either as first published or after it has been updated. (AACR2)

Loose-leaf service

A publication issued in several component parts, often in a combination of updating loose-leaf and bound volumes, containing both primary and secondary source material. Sometimes a loose-leaf service is called a reporter. (LCRI 12.0)

Merger

A resource that is the result of the merger of two or more other resources. (AACR 12.7B8b)

Remote access (Electronic resources)

The use of electronic resources via computer networks. See also Direct access (Electronic resources). (AACR2)

Simultaneous edition

A resource that is one of two or more editions differing in partial content and/or in language. (AACR2 12.7B8f)

Split

A resource that is the result of the split of a previous resource into two or more resources. (AACR2 12.7B8c)

Supplement

An item, usually issued separately, that complements one already published by bringing up-to-date or otherwise continuing the original or by containing special features not included in the original. The supplement has a formal relationship with the original as expressed by common authorship, a common title or subtitle, and/or a stated intention to continue or supplement the original. (AACR2)

Updating database

A collection of logically interrelated data stored together in one or more computerized files, updated in an integrated manner, usually created and managed by a database management system. (MARC 21)

Updating loose-leaf

An integrating resource that consists of one or more base volumes updated by separate pages that are inserted, removed and/or substituted. (AACR2)

Updating Web site

A Web site that is updated in an integrated manner but does not fit into one of the other types of continuing resource categories. (Miller)

I.1 What is an integrating resource?

I.1.1 Applicable rules

The basic rules for descriptive cataloging of integrating resources are found in Chapter 12 of AACR2. Virtually all aspects of updating loose-leaf publications are covered in this chapter; catalogers only need to refer to rules 2.5 to determine the physical description. However, for other integrating resources, catalogers will also need to refer to the applicable chapter(s) that cover the relevant aspects of the resource being described, e.g. its content, carrier, and/or type of publication.

For example, for an online resource that is primarily textual, catalogers should consult Chapters 12 and 9. For an online resource that is primarily cartographic, Chapters 12, 9, and 3 would need to be consulted, and for an online resource that is primarily audio, Chapters 12, 9, and 6 would be the appropriate chapters.

For rules on what access points should be provided and how to establish these, catalogers should consult Chapters 21-26 of AACR2 (see *I.11*).

#### I.1.2 General concepts of finite and continuing resources

The world of bibliographic resources is divided into two main categories: finite resources and continuing resources. A finite resource is a bibliographic resource that is issued once, or, if issued over a period of time, has a predetermined conclusion (i.e., is completed within a finite number of parts or iterations.) By contrast, a continuing resource is a bibliographic resource that is issued over time with no predetermined conclusion.

I.1.3 Types of integrating resources

An integrating resource may be either finite or continuing. This distinction is not essential, since the cataloging rules are the same regardless of whether the resource is finite or continuing. The main characteristic of an integrating resource is that the updates are integrated into the resource as a whole and do not remain as discrete parts. This distinguishes them from serials, the other type of continuing resource, which are issued in a succession of discrete parts.

Each instance of an integrating resource, either as it is first published or subsequently updated, is referred to as iteration.

Representation of mode of issuance in AACR2
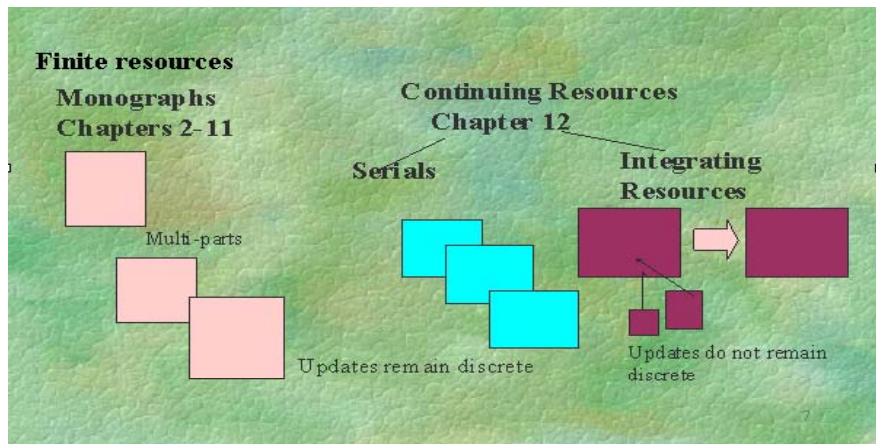
I.1.3.1 Distinguishing integrating resources from monographs or serials

LCRI 1.0 provides extensive discussion on PCC practice in this area.

Print material

If a resource is only issued once in a single volume, with no updates, then it is a monograph. If it is issued over time, but with a set conclusion (e.g., a work to be completed in 10 v.), this work is also a monograph (i.e., a multipart).

A resource issued in one or more base volumes and updated over time with new pages that are incorporated into the main volume is an integrating resource (an updating loose-leaf.) If the updates are intended to be continued indefinitely, the work is a continuing integrating resource. If the updates have a predetermined conclusion, the work is considered a finite integrating resource.

Not every resource published in loose-leaf format is intended for updating. The cataloger must look for some indication from the publisher about updates before assuming an item is an integrating resource. If the updates are added to a binder, but remain as discrete entities, then the publication is a serial or a multipart item rather than an integrating resource.

For updating loose-leaf integrating resources, the cataloger must base the decision on the type of issuance of the primary component. If a frequency is stated, determine if it applies to the primary component (likely a serial) or to the updates.

Monographs issued in loose-leaf format

- Publications that are complete in one or more volumes but are issued in binders are cataloged as monographs. For example, conference proceedings, course materials, or training manuals are often issued in binders for ease of use by participants, but updated pages are not issued.
- Publications that are issued in binders with updates or supplements that are filed together at the beginning or end of the binder are also cataloged as monographs.

Serials issued in loose-leaf format

- Resources meeting the definition of serials issued in loose-leaf format to allow issues to be stored in a binder are cataloged as serials. The successive issues remain discrete.
- Resources which are issued successively even though the contents filed into each binder may be updated in integrating fashion until the next binder is issued are also cataloged as serials.

> Example: *Resource in loose-leaf format: catalog as a serial because of numbering and because issues remain discrete*
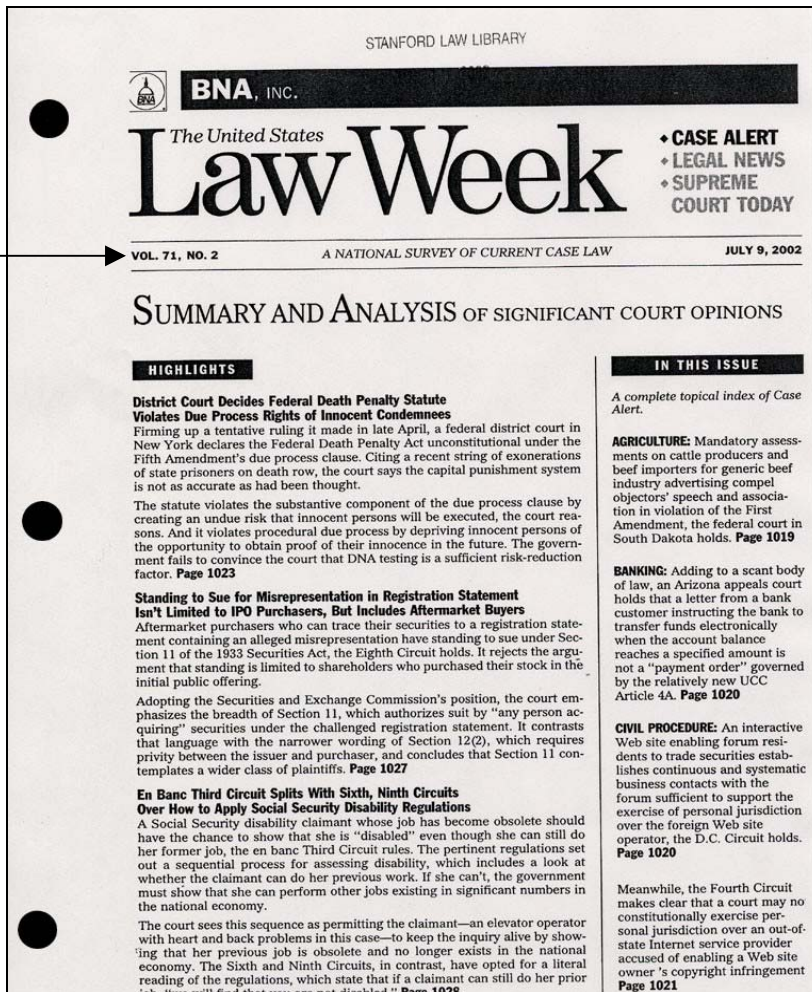
Electronic material

Web sites may be monographs, serials, or integrating resources. The cataloger must examine each site to determine the mode of issuance.

Is the resource a fixed, static site, not subject to changes or different iterations? If so, then it is a monograph. Possible, but not conclusive, clues that the site is a fixed, static one are the presence of only a single date of publication or copyright, a statement that there is a print counterpart to the site, the fact that the resource is a single PDF file, or the presence of a fixed edition statement that is associated with the resource.

Note that direct access electronic resources are not treated as integrating resources per LCRI 1.0.

Example: *Digitized graphic--catalog as a monograph*

Example: *Digitized text <u>History of the Crusades</u> site --catalog as a monograph if there is no indication that the site will be updated*
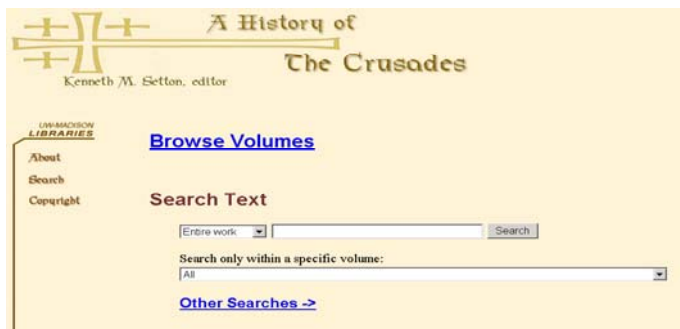
If the site is dynamic and is updated, is each update discrete? Can earlier issues or parts be accessed? If so, treat the resource as a serial or multipart monograph.

Example: *A journal with current and back issues available on the site--catalog as a serial*
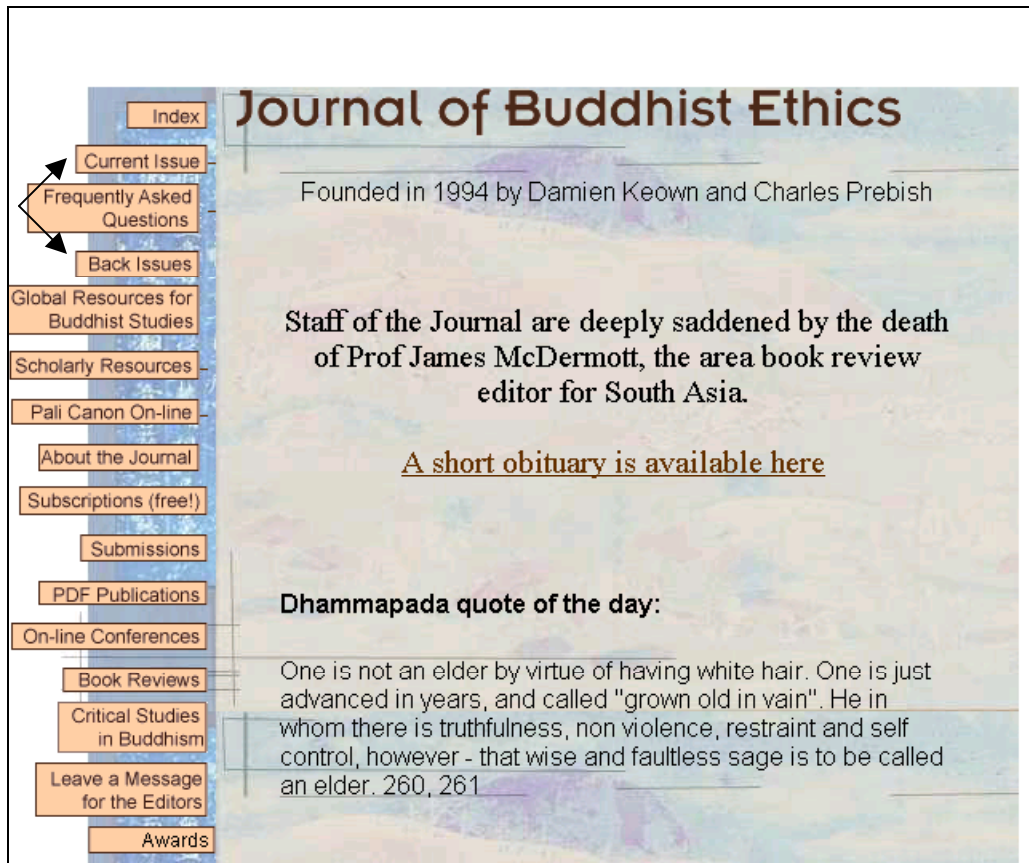
If the site is updated and the changes are integrated into the resource and the earlier iterations are no longer available, the resource is an integrating resource. Possible, but not conclusive, clues that a site is an updating resource are the presence of a range of publication or copyright dates, presence of a "what's new" section on the page, or the appearance of latest update information.

Example: *Web site. Note the presence of a "Hot topics" area, and contents labeled "New"--catalog as an integrating resource*

Some serials in print format are integrating resources when issued online because they are continually or frequently updated and previous iterations no longer exist as discrete issues. When determining the mode of issuance of the electronic resource, base the decision on the resource itself, not on another manifestation, such as a print publication.

Example: *Web site with earlier iterations no longer available --catalog as an integrating resource*

Determining if a Web site is static or updating is not always straightforward. Lacking evidence that the site is fixed or static, it is probably better to assume that the resource is an updating one, since it is so easy to change material on the Web.

Regardless of format, if a resource is updated or changed over time, and has discrete parts, accessible either physically or online, with no predetermined conclusion, that resource is a serial. If the changes are integrated into the original work, with no discrete parts, the work is an integrating resource.

I.1.3.2 Types of integrating resources

The three most common types of integrating resources are defined in the *MARC 21 Format for Bibliographic Data* as outlined below.

*I.1.3.2.1 Updating loose-leaf materials*

According to the definition in AACR2 (Appendix D Glossary), the updating loose-leaf is an integrating resource that consists of one or more base volumes updated by separate pages that are inserted, removed, and/or substituted.

The loose-leaf service is a more complex integrating resource. The loose-leaf service is issued in several component parts, which include loose-leaf materials, bound volumes, and newsletters, etc., containing both primary and secondary source material. This type of loose-leaf service may be called a reporter. In cataloging these, LC/PCC practice is to create a single bibliographic record for the service as a whole, with a note describing component parts (see LCRI 12.0).

I.1.3.2.2 Electronic resources as integrating resources (updating databases and updating Web sites)

- Updating databases: a collection of logically interrelated data stored together in one or more computerized files, usually created and managed by a database management system that is updated in an integrating manner.

Example: *An updating database--<u>Ameristat</u>*
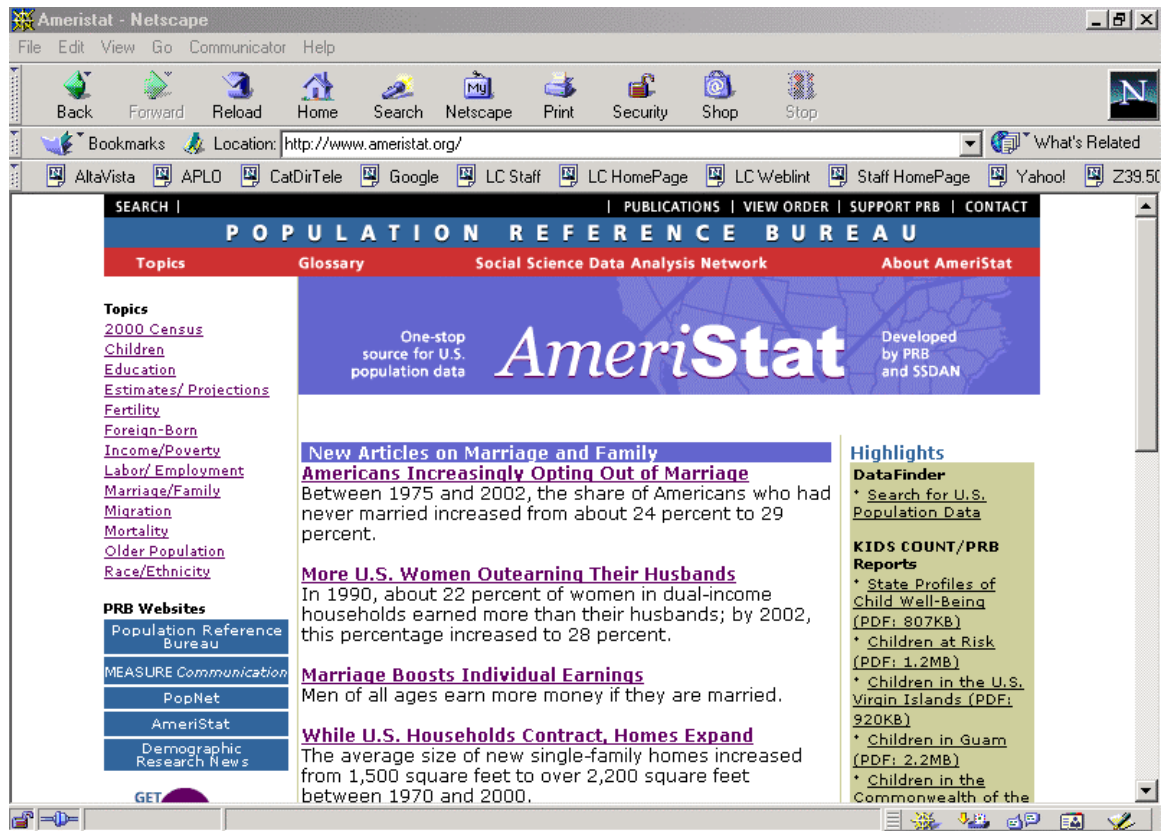
- Updating Web site: a Web site that is updated in an integrated manner, but does not fit into one of the other types of continuing resource. Homepages and organization Web sites are examples of updating Web sites.

Example: *An ongoing, updating Web site--the LC Home page*

Although integrating resources are most often continuing resources, some are issued over time but are intended to be completed in a finite number of iterations or after a period of time.

Example: *A finite updating web site -- 2001 Library Odyssey meeting Web site (updated until completion of conference)*
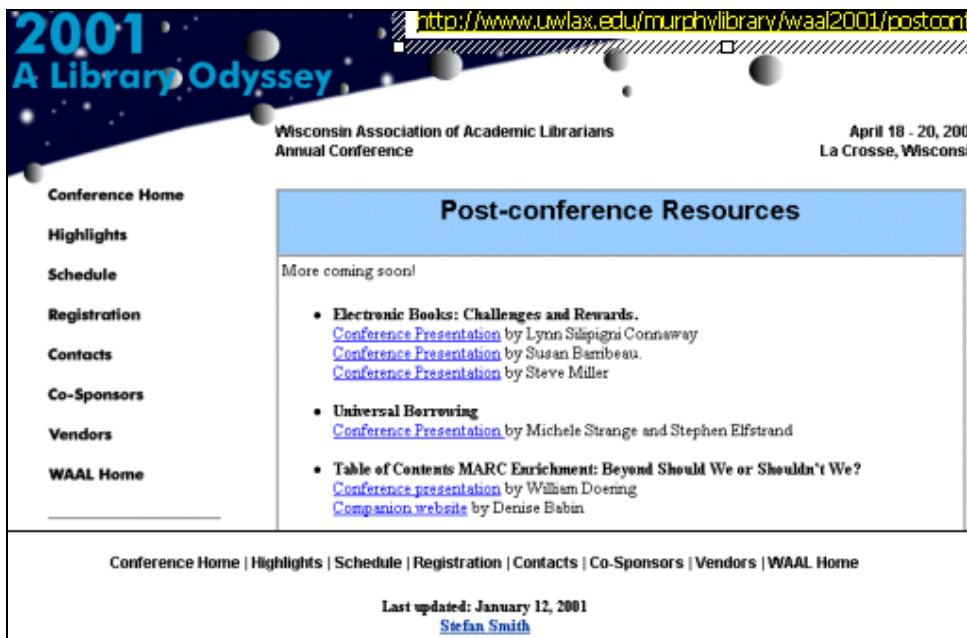
I.1.4   Changeable aspects of loose-leaf materials -- impact on cataloging

- Cataloging for a publication in loose-leaf format is not complete until the title ceases publication, either because of a new edition or until the publisher announces the title is complete (i.e. no more updates are to be published). Each revision or update may contain changes that should be reflected in the bibliographic record. Title, author(s), editor(s), publisher(s), and series can and frequently do change from iteration to iteration, requiring editing of the bibliographic record.   Identification of these changes requires that staff checking in the material notice and act upon the new information. Unless check-in staff are carefully trained and can view the bibliographic information easily during the check-in process, changes may pass unnoticed until retrieval is affected or the edition changes.

- The changing nature of the publication in loose-leaf format affects the cataloger from the very beginning of the cataloging process. When a search of the online catalog does not retrieve the title and publisher of the work in hand, the cataloger may think the work is not represented in the database and create a new record. However, an earlier iteration of the work may be represented in the database, with search elements that have not been updated to reflect the most recent iteration.

- When updating the main entry and/or title on the record for the updating loose-leaf, the cataloger will have to edit the linking fields on the records for all titles linked to the updated record.

In addition, publishers may provide full replacement volumes in order to reflect a change of publisher name. These replacement volumes may or may not be considered a new edition. LCRI 21.3B provides guidance in determining whether or not a new record is required (see *I.15.1.1*).

I.1.5 Changeable aspects of online integrating resources -- impact on cataloging

Cataloging a single-part monograph is a fairly straightforward procedure: the cataloger describes the item in hand and the record is considered complete. Cataloging continuing resources can be more challenging because with each issue or iteration, there is the possibility of changes that need to be accommodated in the bibliographic description. Integrating resources present the biggest challenge, because unlike a serial, where the cataloger can go back and look at the earlier issues, the earlier iteration of the integrating resource has vanished or been subsumed into the current iteration. Therefore, description can only be based on the current iteration and information about earlier iterations must be moved to notes and/or access points, if considered to be important or required by AACR2.

For online integrating resources, the cataloger or other library staff are unlikely to see later iterations. This differs from print loose-leaf publications, where someone checks-in and files each iteration. It is likely that catalogers will only become aware of changes to an online resource based on questions or notifications from users or other library staff.

I.2 Sources of information

I.2.1 Applicable rules

The rules for determining the basis of description, the chief source of information, and the prescribed sources of information are found in AACR2 12.0.

I.2.1.1 Basis of description

As with many of the rules in chapter 12, rule 12.0B.1 is divided into two sections, one for serials and one for integrating resources. The description of an integrating resource is based on the *current* iteration of the resource for all areas of the description, with the following *exceptions:* the beginning date of the publication, notes, and standard numbers. The beginning date of publication is taken from the first iteration.

Area	Basis of description
Title and statement of responsibility	Current iteration
Edition	Current iteration
Place and publisher	Current iteration
Dates	First and/or last iteration
Series	Current iteration
Notes	All iterations (and any other source)
Standard numbers	All iterations (and any other source)

I.2.1.2 Chief source of information

AACR2 12.0B2 is divided into two sections, one for print resources and one for nonprint resources.

I.2.1.2.1 Print

Per AACR2 12.0B2a, the chief source of information for updating loose-leaf publications is the latest title page or title page substitute. If information traditionally given on the title page is given on facing pages, with or without repetition, treat the two pages as the title page. Specify the source used as a title page substitute in a note (see AACR2 12.7B3).

I.2.1.2.2 Non-print

For non-print integrating resources, the cataloger must refer to the instructions in the X.0B1[1] section of the appropriate AACR2 chapter for the particular class of material being cataloged.

---

[1] Where "X" stands for the chapter number in AACR2.

For online integrating resources, the chief source of information is the resource itself. Formally presented evidence (such as title screens, home pages, encoded metadata) is preferred. If the information varies in degree of fullness, the source with most complete information should be selected as the chief source. If no information is available from the resource itself, then the following sources are used (in this order of preference):

- printed or online documentation or other accompanying material (e.g. "about" file, publisher's Web page)
- other published descriptions of the resource
- other sources

I.2.1.3 Prescribed sources of information

For each area of the description, use the prescribed source(s) of information described in AACR2 12.0B3. Enclose information taken from outside the prescribed source(s) in square brackets. Notes and standard numbers may be taken from any iteration and any other source.

AACR2 12.0B3 has specific instructions regarding the prescribed sources for print resources and for nonprint resources.

I.2.1.3.1 Print

For print integrating resources, the cataloger must refer to the appropriate instructions in AACR2 12.0B3a.

I.2.1.3.2 Non-print

For non-print integrating resources, the cataloger must also refer to the instructions in section X.0B2[2] of the appropriate AACR2 chapter for the particular class of material being cataloged. For electronic integrating resources, the following areas should come from the chief source. Note that the container is not applicable here because by PCC definition a direct access electronic resource is not considered an integrating resource (see LCRI 1.0).

> Title and statement of responsibility
> Edition
> Publication, distribution, etc.
> Series

Because the entire resource is defined as the chief source, very little information should be bracketed for an online integrating resource.

---

[2] Ibid.

The following areas may come from any source:

Note
Standard number and terms of availability

(While AACR2 9.0 also allows physical description to come from any source, this area is currently not used in the cataloging of online integrating resources.)

I.2.2 Selecting source of title

I.2.2.1 Print

If the publication has more than one title page, choose one as the source according to the following guidelines, applying the first applicable criterion.

- If the title pages present the publication in different aspects (e.g. as an individual item and as part of a multipart item), prefer the one that corresponds to the aspect in which the publication is to be treated.
- If the publication is in more than one volume, each of which has a title page, use the title page that, with the exception of date of publication, reflects the latest information.
- If the publication has title pages in more than one language or script, choose the title page that is in the language or script of the main part of the publication.

I.2.2.2 Non-print

The source of title should be the current iteration of the resource. For online integrating resources, formally presented evidence (such as title screens, home pages, encoded metadata) is preferred, and if the information varies in degree of fullness, the source with the most complete information should be selected as the source of the title per AACR2 9.0B2.

For all electronic resources, the cataloger is required to add a note specifying the source of the title proper (AACR2 9.7B3). For guidance on suggested terminology for the various locations found on a Web resource, see the OLAC/CAPC publication: *Source of Title Note for Internet Resources,*
http://ublib.buffalo.edu/libraries/units/cts/olac/capc/stnir.html
This note is usually combined with the item described note required by AACR2 12.7B23, which specifies that the date the resource was viewed should be given in a note (see also *I.9.11.1* and *I.9.12.4*).

Examples:
500 __ $a Title from home page (viewed May 15, 2002)
500 __ $a Title from HTML header (viewed Aug. 3, 1998)

I.3 Title and statement of responsibility area

I.3.1. Applicable rules

Several chapters of AACR2 need to be consulted for proper transcription of title data for integrating resources. General rules for transcription of the title and statement of responsibility area for all types of integrating resources are covered in AACR2 rules 12.1B-12.1F. Changes in this area are covered in AACR2 12.7B4-12.7B8. For integrating resources issued online, catalogers will need to refer also to the applicable chapter(s) that cover the relevant aspects of the resource being described, e.g., its content, carrier, type of publication. All chapters in Part I of AACR2 also refer back to the basic rules in section 1.1B-1.1F.

I.3.2 Instructions for transcribing title and statement of responsibility area

I.3.2.1 Introductory words not considered part of the title proper

Words that serve as an introduction and are not intended to be part of the title are omitted from the title proper, but the introductory words plus the title proper are given in a note per AACR2 1.1.B1. These notes are recorded in the 246 field.

Example: *Introductory words not considered part of the title proper*
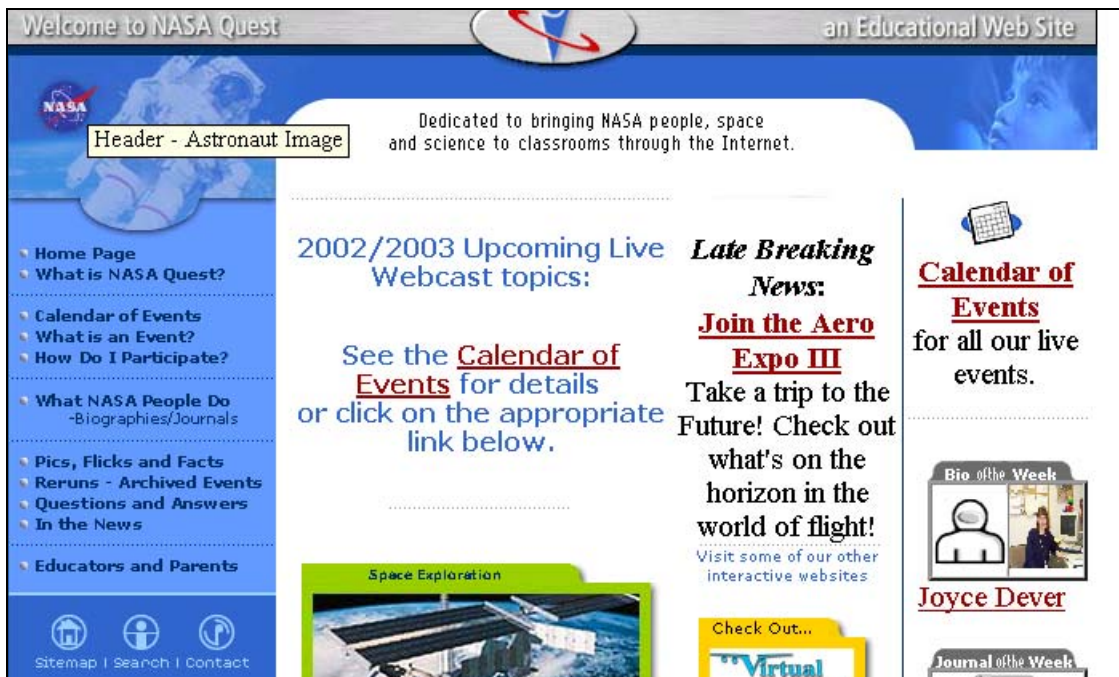
Example:
245 00 $a NASA quest $h [electronic resource].
246 1_ $i Title appears on homepage as: $a Welcome to NASA quest

LCRI 1.1B1 instructs the cataloger to use judgment in applying this rule –looking at other sources in the resource and considering presentation, typography, etc. In case of doubt, give the title with introductory wording in the 245 field and include a field 246 for the shorter form of the title, omitting introductory words.

I.3.2.2 Handling typographical errors

Obvious typographical errors on a resource should be corrected when transcribing the title. The incorrect title is given in a note (246). In case of doubt as to whether the spelling of the word is an error, transcribe the spelling as found on the resource. See AACR2 12.1B1.

Examples:
245 00 $ a Housing starts $h [electronic resource].
246 1_ $ i Title on homepage, viewed Dec. 15, 2001 appears as: $a Housing sarts
*but*
245 00 $a Band connexion $h [electronic resource].
246 3_ $a Band connection
(Optional title added entry may be supplied if cataloger believes users might reasonably search for this spelling)

I.3.2.3 Use of full forms vs. acronyms or initialisms

Per AACR2 12.1B2, when the title appears in full form and in an acronym or initialism on the chief source, choose the full form as the title proper. LCRI 12.1E1 instructs the cataloger to include the acronym/initialism as other title information and to make an added entry for it in the bibliographic record.

Example: *Full form chosen as title proper*
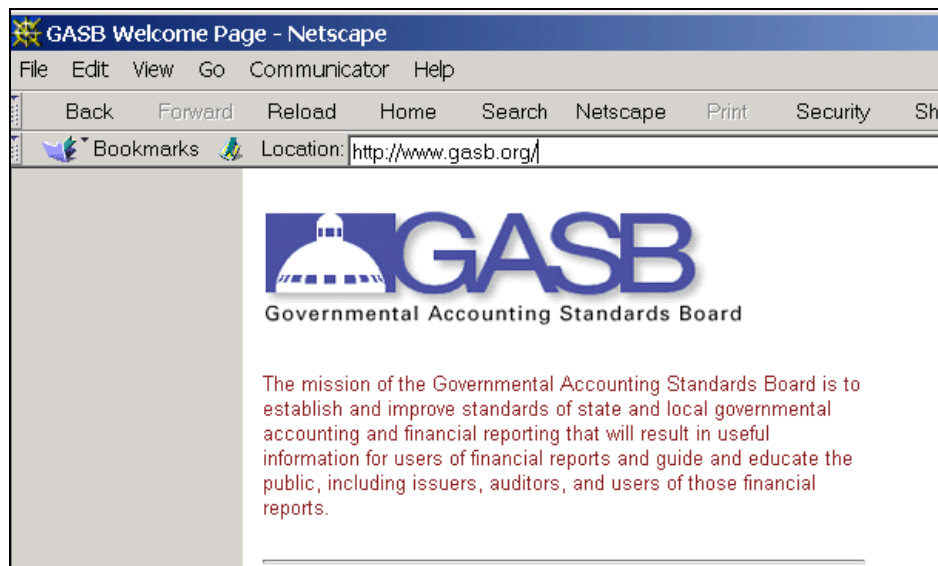
```
Example:
245 00  $a Governmental Accounting Standards Board $h [electronic resource] :
          $b GASB.
246 30  $a GASB
```

I.3.2.4 Transcribing common titles and section titles

AACR2 12.1B4 deals with common titles and section titles and the proper way to transcribe them. The corresponding LCRI 12.4B4 advises catalogers that for updating electronic resources what at first glance, appears to be a common title may in fact be a statement of responsibility, the name of the parent resource, or another component of the resource. In case of doubt, do not consider that element to be a common title.

I.3.2.5 Changes in title proper

Following AACR2 12.1B8b, if any information in the title proper changes on subsequent iterations, the 245 field must be changed to reflect the current iteration, and the earlier title should be given in a note (247 field). See also *I.9.6.*

I.3.2.6 Recording parallel titles

Parallel titles are recorded as for any other type of material. According to AACR2 12.1D3, if a parallel title is added, deleted, or changed on a subsequent iteration, then the title and statement of responsibility area must be changed to reflect the current iteration. Thus, the 245 field must be altered to reflect the current iteration and any earlier parallel titles may be given in a note (246), if considered to be important. See also *I.9.6.4.*

I.3.2.7 Transcribing other title information

Other title information on an integrating resource is transcribed if considered to be important per AACR*2* 12.1E1 and 12.1E2. Because of the dynamic nature of this material, carefully consider when it is useful to transcribe other title information (245 subfield $b) in order to avoid the need for excessive changes to the cataloging record. Other title information that consists solely of words relating to the currency of the contents is always omitted.

For electronic resources, situations where other title information might be considered important to transcribe are:

- other title information containing terms that help clarify or amplify the scope of a "weak" or "generic" title
- other title information containing good descriptive terms that might prove useful in keyword searches

For print integrating resources, other title information will commonly be transcribed in the 245 subfield $b.

Example: *Updating loose-leaf*

245 10 $a Managing environmental liability : $b business transactions and
            Brownfield redevelopment / $c Lawrence P. Schnapf.

If other title information is recorded in the 245 field and that information changes on later iterations, then the other title information in 245 subfield $b must be changed to reflect the latest iteration, and a note (246 field) about the change is made, if considered to be important. See also *I.9.6.5*.

I.3.2.8 Recording statement of responsibility

Statements of responsibility that appear prominently on an integrating resource are generally transcribed as they would be for other types of material following AACR2 12.1.F. If the statement of responsibility is transcribed as part of the title proper or other title information, no further statement of responsibility is included in the record unless such a statement also appears separately on the chief source of information.

Information about editors is recorded in field 245 subfield $c if considered to be important. Otherwise it may be omitted.   Note that for print integrating resources, the editor is generally considered to be important. Catalogers should refer to LCRI 1.1F1 for guidance on editorial functions that are not considered bibliographically significant; such statements of responsibility can be omitted.

For changes in statements of responsibility see *I.9.7*.

I.3.3 Proper use of the 245, 246, and 247 fields

The title presented on the current iteration is always given as the title proper in the 245 field. All variant titles are recorded in field 246. The 247 field is used only to record the title proper from an earlier iteration.

Per LCRI 12.7B4.1, if the title has changed since the previous iteration, move the former title to the 247 field, using the subfield $f to indicate the range of dates that the former title was used. Most commonly, the exact range of dates will not be known. In such cases, use the dates given in the "Viewed on:" or "Description based on:" notes following LCRI 12.7A2 and enclose the dates in angle brackets (i.e. < >).

If titles other than the title proper have changed, use the 246 field with appropriate indicators or the subfield $i to provide note information that cannot be coded using the available indicators.

I.3.4 Notes for earlier iterations

Both the 246 and 247 fields serve double purposes. They serve as access points and notes in the record. Thus, in many cases, when AACR2 instructs the cataloger to make notes about titles, they are not to be recorded in a 5XX field, but in either a 246 or 247 field.

Example: *Updating loose-leaf*

100 1_ $a Schnapf, Lawrence P.
245 10 $a Managing environmental liability : $b business transactions and
          Brownfield redevelopment / $c Lawrence P. Schnapf.
246 0_ $i Subtitled: $a Law & strategy for businesses and corporations $f 1996-
          1997
246 0_ $i Subtitled: $a Managing environmental risks in corporate/real estate
          transactions and Brownfield redevelopment $f 1998-2001
247 10 $a Environmental liability $f 1990-2001

Example: *Electronic resource*

Bibliographic record when first cataloged
110 2_ $a Association of American Economics.
245 10 $a Membership directory of the Association of American Economics $h
          [electronic resource].
500 __ $a Title from HTML header (viewed on June 16, 1998).

Record after notification of changes seen on August 30, 2000
110 2_ $a Association of American Economics.
245 10 $a Association of American Economics online directory of members $h
          [electronic resource].
247 10 $a Membership directory of the Association of American Economics $f
          <June 16, 1998>
500 __ $a Title from HTML header (viewed on Aug. 30, 2000).

For complex situations, where the note cannot be succinctly constructed using a 247 field, catalogers should use a 547 field to present a complex former title note. This field should be used only for notes about former titles proper. Following LCRI 12.7B4.2, do not give a 547 field simply because there are multiple 247 fields.

See also sections *I.9.5-I.9.6*.

I.4 Edition area

I.4.1 Applicable rules

Per AACR2 12.2B1, transcribe an edition statement if considered important, as for other materials following AACR2 1.2 B.   For online integrating resources, follow AACR2 9.2B1 and transcribe a statement relating to an edition of an electronic resource that contains differences from other editions of that resource, or to a named reissue of that resource.

Per AACR2 12.2F1b, if edition information is added, deleted, or changed on a subsequent iteration and this change does not require a new record according to LCRI 21.3B, change the edition area to reflect the current iteration. Also make a note to record the earlier edition information if considered to be important (see *I.9.8*).

I.4.2 PCC application/policy

Parallel statements for edition information appearing in multiple languages are not recorded per LCRI 12.2B3.

I.4.2.1 Updating loose-leafs

Generally, transcribe an edition statement following the rules for all integrating resources.

```
Examples:
250 __  $a 2nd ed.
250 __  $a R.S.A. 2000 ed.
250 __  $a Rev. ed.
```

One exception is the case of gradual replacement editions. At some point the author or publisher considers the work to constitute a new edition, although a new base volume is not issued. Instead, a replacement title page carrying the new edition statement is received with a shipment of updates. The edition statement is updated, and a note is added to indicate the change.

```
Example:
250 __  $a 4th ed.
500 __  $a Updated to 4th ed., <July 2002>
```

Per AACR2 12.2B.1b, if the edition statement changes often, or if the information is not considered to be important, the edition statement may be omitted and a general note may be made (see *I.9.8*).

See also I.15.1.1 regarding when the issuance of a new edition requires the creation of a new bibliographic record.

I.4.2.2 Electronic resources

Do not always consider "version" information that commonly appears on Web sites to be equivalent to a formal edition statement. This type of data may change frequently and should not necessarily be transcribed in the edition area.   In cases where frequent updates are made, version information may be recorded in conjunction with the "description based on:" latest iteration note (see *I.9.10.9*) and is usually combined with the "source of title" note (see *I.9.12.1*). Catalogers should use judgment in determining where to record version information.

Some resources are issued simultaneously in different editions. In these cases, the edition statements should be recorded in the 250 field of the bibliographic record for the integrating resource.

Example: *True edition statement present on electronic integrating resource*

WebElements™ Periodic table (professional edition)

See also: WebElements Scholar Edition - for chemistry and other students at universities and schools.

Example:
245 00 $a WebElements periodic table $h [electronic resource].
250 __ $a Professional ed.

Per AACR2 21.3B and the corresponding LCRI, make a new bibliographic entry based on a change in the edition statement only if the resource described in the existing record continues to exist as a resource separate from the new resource to be cataloged (see *I.15.1.2*).

I.5 Type and extent of resource area

This section applies to electronic integrating resources only.

I.5.1 Applicable rules

The type and extent of resource area is covered in AACR2 9.3. The rule instructs the cataloger that a note be supplied in MARC field 256 to indicate the type of electronic resource being cataloged using the specified terminology. Currently there are only three approved terms for this area: "electronic data", "electronic program(s)", and "electronic data and program(s)". If readily available, the number of files, statements, and bytes can also be supplied.

I.5.2 PCC application/policy

The AACR2-approved terms for use in field 256 are very broad and essentially meaningless to most users, and the 516 field is available to record more detailed information. Thus past LC and CONSER practice, per LCRI 9.3, has been to omit the type and extent of resource area. Therefore, use the 516 field, "Type of computer file or data note" to record information that characterizes the electronic integrating resource if considered to be important (see *I.9.12.5)*. This information may also be combined with other notes, e.g., 520 Summary notes. However, the data will be retained when using copy created by other libraries.

The value of this type of data is under examination by the Joint Steering Committee for the Revision of AACR and it is possible that this area will be eliminated in the future.

I.6   Publication, distribution, etc. area

I.6.1   Applicable rules

Per AACR2 12.4, record information about the place, name, and date of all types of publishing, distributing, etc. activities as instructed in AACR2 1.4. Use the 260 field for the publication/distribution information. If the name of the publisher is already given in the title proper or statement of responsibility, the cataloger should still repeat the publisher name in the 260 field (older records may follow the earlier AACR2 practice to shorten the name of the publisher).

Also follow AACR2 12.4.C2 (changes to place of publication, distribution, etc.) and AACR2 12.4D2 (changes to name of publisher, distributor, etc.). These rules specify that when the place or name of publisher changes on a subsequent iteration, the place of publication and/or publisher information is modified to reflect the information appearing on the current iteration.

Dates are recorded following AACR2 12.4F1 which itself refers to the general rule AACR2 1.4F. Important concepts in rule 1.4F8 include:

- If cataloging is being done from the first published iteration, give the beginning date followed by a hyphen; if no date of publication, distribution, etc., or date of manufacture appears in the first published iteration, supply an approximate date of publication.

> Example: *First published iteration available*
> 260 __ $a New York : $b Harper, $c 1994-
> 260 __ $a Chicago : $b Holt, $c [2003?]-

- If cataloging is not being done from the first published iteration, do not give the beginning date (i.e., do not supply field 260 $c) unless explicit information about the beginning date is found. Absent explicit information, give information about the beginning date in a note (see *I.6.2* and *I.9.9*).

> Example: *First published iteration not available*
> 260 __ $a New York : $b Harper
> 362 1_ $a Began in 1999?

- In describing an integrating resource that is complete, give both the beginning and the ending date(s) of publication, separated by a hyphen, if this information is known for both the first and last iterations.

> Example: *Integrating resource that is complete*
> 260 __ $a Paris, France : $b Science France, $c 1998-2001.

- If cataloging is not being done from the first iteration, and no information is available about the beginning or ending date of publication, do not include field 260 subfield $c and do not give a note (see AACR2 1.7B9 and 12.7B11.1). Do not supply the comma at end of field 260 subfield $b if there is no subfield $c.

> Example: *No date of publication available*
> 260 $a Charlottesville, Va. : $b LEXIS Pub.

The place and name of manufacturer and date of manufacture are also recorded following AACR2 12.4G2b. If the data in these elements changes on subsequent iterations, modify the 260 field to reflect the current iteration and give the earlier place and/or name of manufacturer in a note if considered to be important.

I.6.2   PCC application/policy

LCRI 12.4D1 instructs the cataloger to apply the optional provision of the rule and give the name of the distributor. Similarly, LCRI 12.4E instructs the cataloger to apply general LCRI 1.4E and provide a statement of function of publisher, distributor, etc. when needed to clarify the role of two entities named in the publication/distribution area.

The optional provision of AACR2 1.4.F8 allows the cataloger to supply beginning and ending dates even if not cataloging from the first or last iteration. Further, LCRI 1.4F8 instructs the cataloger to apply this optional provision of the rule on a case-by-case basis when the bibliographic resource includes an explicit statement, such as "Began in 1998". Give dates in square brackets in such a case. Generally, do not investigate beyond the resource to find such a date.

> Example: *Website viewed in 2002, but with explicit information about beginning publication date*
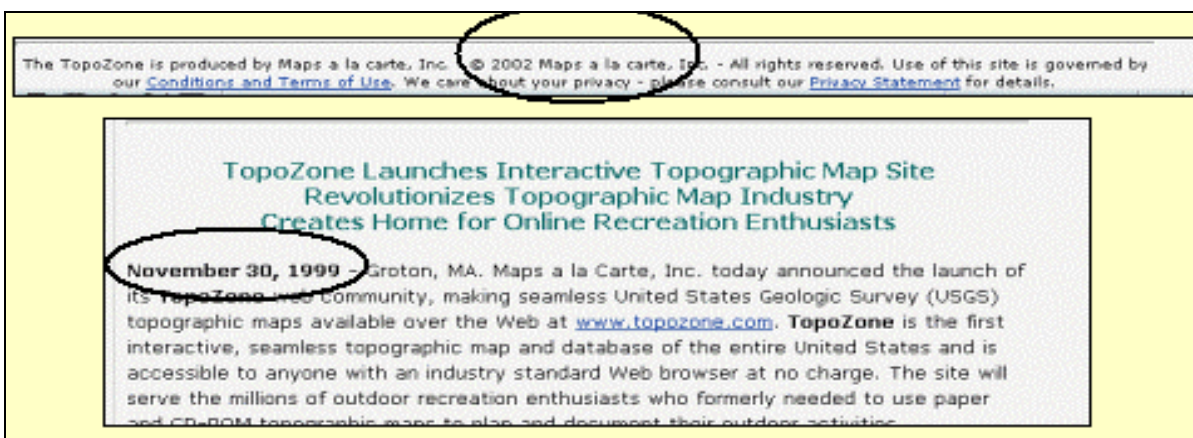
260 __$a Groton, MA : $b Maps a la carte, $c [1999]-
(no 362 field needed)

When making notes about changes that include dates, use angle brackets when exact dates are unknown (see *I.9*).

Example:
500 __ $a Published by the Association of American Economics <Aug. 30, 2000>.

I.6.2.1 Interim practice: Use notes for changes

The *MARC 21 Format for Bibliographic Data* defines the 260 field as repeatable and lists specific indicator values for changes in publication information. However, until MARC 21 changes to allow repeatable 260 fields are implemented by library vendors, record earlier place and publisher name information in a 500 note (see *I.9.10.1*). If the publisher is also the issuing body, then give information about the change in a 550 field (see *I.9.7*).

I.6.2.2 Future practice: Use of multiple 260 fields

It is not yet clear how these changes in publication information will be reflected in library system implementations in the long term. Therefore, catalogers should not use multiple 260 fields or specific indicators as defined in MARC 21, but should follow the interim practice noted above.

I.6.3. Recording date information for updating loose-leafs

Records for updating loose-leafs often contain notes citing probable (i.e., inexact) dates because no exact dates are available in the item. Enclose these probable dates in angle brackets.

Example:
260 __ $a Huntington, NY : $b Juris Pub. , $c c1990-
500 __ $a Published: Salem, N.H. : Butterworth Legal Publishers, 1990-1994; Charlottesville, VA : Michie, 1995-<1996>; LEXIS Law Pub., <1996>-1999.

When examining an updating loose-leaf for dates, the cataloger often may find a range of copyright dates, sometimes including previous editions in the range. It may not be clear that the final date refers to the specific edition or to the current iteration and further research may be necessary.

Updating loose-leafs also undergo changes in the place and publisher. For changes in the place or name of publisher, distributor, etc., place or name of manufacturer, apply AACR2 12.4C2, 12.4D2 or 12.4G2. If any of these elements change, change the description to reflect the current iteration and give the information about earlier iterations in a note if considered to be important per AACR 12.7B11.2 (see *I.9.7*).

I.6.4 Recording date information for electronic resources

Commonly, for remote access electronic resources, it is not known whether the first iteration is being viewed. If it is determined that it is not the first iteration, then the beginning date of publication is not given unless there is explicit information elsewhere about the date of the first iteration. If explicit information is not found, the probable beginning date is recorded in notes (see *I.9*).

Explicit publication date information may appear on the home page, login screen, menu, splash screen, etc., of a remote access electronic resource or in communications with the publisher/producer/supplier of the resource.

Examples of phrases that are considered explicit statements of publication include:

> Created in/on (date)
> Institute mounted this page in (date)
> Site no longer maintained after (date)
> First posted on (date)

Note that a single copyright date that appears on a later iteration of a resource cannot be considered the beginning date, because it usually indicates the current year. A single copyright date may be treated as a possible date if no other information is available, and should be recorded in a note (see *I.9*) rather than as field 260 subfield $c.

Web sites often include many pieces of intellectual content that have different copyright dates. Therefore, it is not clear when a range of copyright dates or multiple copyright dates appear whether the first date reflects the date of the site or the copyright date for the content. Per LCRI 1.4F8, the first date in a range of dates (e.g., ©1999-2002) is not an explicit statement of the date of publication, but it may be used to infer a possible beginning date. This date should be recorded in a note (see *I.9.9*), not explicitly in field 260 subfield $c.

 The final date in the range is not to be taken as an ending date for the resource. That date just indicates the copyright continues to be held and may be updated annually to reflect the latest year.

Notes about probable beginning dates use field 362 with the first indicator coded "1". Records for integrating resources would never contain a 362 field with the first indicator coded "0".

Examples: *No publication information about first iteration but copyright dates are available*

Copyright (c) 1996, 1997, 1998, 1999, 2000, 2001, 2002, 2003 by Simon & Schuster, Inc.
All rights reserved, including the right of reproduction in whole or in part in any form.

(**no** 260 subfield $c)
362 1_ $a Began in 1996?

© 1997-2002 History Guide, SUB Göttingen. URL: http://www.historyguide.de/
© 2002 InformationsWeiser Geschichte, BSB München. URL: http://mdz2.bib-bvb.de/hist/

(no 260 subfield $c)
362 1_ $a Began in 1997?

I.6.4.1 When to transcribe date of publication

It will be less common to record a date in the field 260 $c for electronic resources, since
catalogers seldom will be cataloging from the first iteration (unless it is your institution
that has actually published the site). However, when working with an existing
bibliographic record that contains a beginning date in the field 260 $c, accept the date as
given.

1.6.5   Relationship of imprint information to fixed field 008

The current publication information recorded in the 260 field is the basis of coding the
dates in fixed field 008, bytes 7-10 and the place of publication in fixed field 008, bytes
15-17 (see *I.13*). When the place of publication changes on later iterations, the place of
publication must be updated in the 008. When the integrating resource is complete,
update the date information in the 008.

I.7   *Physical description area*

I.7.1   *Applicable rules*

AACR2 12.5 provides the rules for the physical description of an integrating resource. Print integrating resources are governed by AACR2 2.5. This field is omitted for electronic integrating resources per the footnote in AACR2 rule 9.5.

For updating loose-leafs, additions, changes, or deletions in physical details between iterations result in changes to the physical description area to reflect the current iteration. Per AACR2 12.7B12.2, earlier information is retained in a note, if the change is considered important (see *I.9.10.3* and *I.9.11.2*).

I.7.2   *PCC application/policy*

I.7.2.1 *Updating loose-leafs*

For updating loose-leafs, add the qualifier "(loose-leaf)" to the extent of item in field 300 subfield $a. If the updating loose-leaf includes transfer volumes, describe the extent in terms of "loose-leaf" and "transfer" following AACR2 rule 12.5B1 and LCRI 12.5B1.

Example:
300    $a v. (loose-leaf), v. (transfer)

Per AACR2 12.5B1, do not record the number of volumes until a title is complete. (Note that prior to December 1, 2002, the number of volumes was included for updating loose-leafs still in progress.)

Per LCRI 12.5B2, if the updating loose-leaf has ceased publication, record the total number of numbered and unnumbered volumes in the extent statement. If it is important to indicate the presence of unnumbered volumes, make a note per LCRI 12.7B12 (see *I.9.11.2*). (Also note that prior to December 1, 2002, only the numbered volumes were recorded.)

Example:
500 __ $a Includes unnumbered volume: European Union law update.

For changes in dimensions, follow LCRI 12.5D2. Apply rule 12.5D2 only when there are multiple parts in the same iteration that differ in size. If the size of the part changes on a subsequent iteration, update this information based on that iteration.

For accompanying material, give these details as instructed in AACR2 1.5E and 12.5E1b.

Example:
300 __ $a v. (loose-leaf) : $b forms ; $c 26 cm. + $e 2 computer disks (3 ½ in.)

I.7.2.2 Electronic resources

This area is omitted for electronic resources per AACR2 rule 9.5.

I.8   Series statement and series added entries

I.8.1   Applicable rules

Per AACR2 12.6B, record series information as instructed in AACR2 1.6. AACR2 1.6G1 directs the cataloger to supply the bracketed information "[new ser.]" or its equivalent if a new sequence of numbering with the same system doesn't include such wording.

If a series is added, deleted, or changed on a subsequent iteration of an integrating resource, change the series area to reflect the current iteration (AACR2 12.6B2b).   If considered to be important, retain the series information from the earlier iteration in a note (see *I.9.10.5*).

Make series added entries according to the rules outlined in AACR2 21.30L, providing access points under the heading for each series if it provides a useful collocation.

> Example:
> 440 _0 $a Court rules series
> 500 __ $a In Federal practice series, 1980-1990.
> 830   0 $a Federal practice series.

I.8.2   PCC application/policy

Consider the series information from an earlier iteration important and retain it in a note if the series is a traced series (see *I.9.10.5*).

LCRI 21.30L instructs the cataloger to apply the optional provision for adding the numeric, etc., designation of the series in the series added entry. LCRI 21.30L also gives guidance regarding the form of the series added entry and specifies that an added entry be provided also for any series information for a traced series recorded in a note (see *I.9.10.5*).

In the added entry, the series heading and numbering are given in the form established in the series authority record.

> Example:
> 500 __ $a Series title 1991-1998: Research in library acquisitions.
> 830 _0 $a Research in library acquisitions.

I.9 *Notes and electronic location and access*

Notes are used to:

- Provide information that is not contained in the body of the entry that justifies an added access point on the bibliographic record;
- Record information on changes in the bibliographic details of the integrating resource over time;
- Provide other types of information depending on the content of the integrating resource (e.g., data relevant to the content aspect of the integrating resource as opposed to its physical carrier).
- Provide information about relationships to other resources. (see *I.10*)

Take information given in notes from any source and from any iteration of an integrating resource (AACR2 1.7A2). Because all sources are prescribed sources for notes, square brackets are not needed. Angle brackets are used for uncertain dates in notes.

Notes are constructed in AACR2 records according to the *Chicago Manual of Style* (AACR2 0.11). For example, a note should not begin with a date.

In formulating notes, follow the predominant pattern in AACR2 that leans towards a preferred format for formal notes:

[introductory word(s)]: [information], [dates].

If the information does not lend itself to this wording, do not use the pattern. Also, when using bibliographic data in notes created by another cataloger, do not alter a note solely for stylistic reasons. Notes should be useful and as succinct as possible.

I.9.1 *Applicable rules*

Include all notes prescribed by the relevant chapter in AACR2 for the content being cataloged and any other notes considered important to the description of the integrating resource. In addition, the rules in AACR2 12.7 govern the notes to be used in describing integrating resources, i.e., for an integrating resource that is an electronic resource, the rules in both chapter 9 and chapter 12 apply.

The notes for integrating resources are based on all iterations of the resources and any other source or sources, which can provide the needed information. Therefore, some of the notes contain information that changes over time and this data requires maintenance over the life of the resource. The cataloger is responsible for reflecting such changes in the description and corresponding notes of the bibliographic record.

Although as for other materials, most notes are optional, some are required due to the changeable nature of integrating resources. The discussion in this section outlines the use of notes without regard to the level of cataloging that is being provided. The cataloger

should take into consideration the level of cataloging being provided in order to determine which notes should be provided (AACR2 1.0D).

Some notes serve as descriptive elements (e.g., notes related to changes in responsibility, changes in publisher, or changes in place of publication); other notes serve both as descriptive elements and access points for the integrating resource (e.g., notes on changes in title). Notes either will be given in the 5XX range of fields or in other specific fields outlined in this document (e.g., current frequency in field 310--see *I.9.3*). Certain MARC fields previously used only for serials are now to be used for integrating resources as well.

Refer to section I.10 for notes on bibliographic relationships that will be provided according to AACR2 12.7B8.

I.9.2 PCC application/policy

Scope of applicability

Per AACR2 12.7A2, if it is known that the note provided does not apply to all iterations of a resource, add appropriate update or designation dates.

When the information about the timing of the change is taken either from "viewed on" [1] information or from a "description based on" [2] note, it is recorded within angle brackets (i.e., < >). Do not attempt to determine exactly when the data element changed.

> Example:
> 500 __ $a Edited by Ellen Thomas <Jan. 2002->.

I.9.2.1 Language of notes

LCRI 12.7A2 also defines PCC practice for the language of notes and instructs that while notes supplied by the cataloger are given in English according to AACR2 1.0E1, the update number or the release date is given in the language in which it appears (e.g., "juin 2002," for a release date of a French resource).

I.9.2.2 Order of 5XX notes

LCRI 1.7B gives institutions the flexibility of providing notes in either AACR2 prescribed order or MARC 21 field order. CONSER and BIBCO participants should follow the practice that is institutionally most expedient. That is to say, if the majority of integrating resources are cataloged by serials staff, then an institution may give preference to the prescribed CONSER MARC 21 field order for notes. Alternatively, if

---

[1] Refer to I.9.12.4 for the details of the "viewed on" note.
[2] Refer to I.9.10.9 for the details of the "Description based on" note

cataloging IRs primarily falls to monograph catalogers, then AACR2 prescribed order may prevail as the preferred order.

When updating or modifying existing integrating resources records, add or modify notes in the most expeditious manner. It is PCC policy not to expend time and effort in re-arranging notes to fit a certain style or convention when processing copy cataloging.

I.9.3 Frequency of updates

I.9.3.1 Applicable rules

Per AACR2 12.7B1, notes should be made about the known frequency of updates to an integrating resource. Current frequency is recorded in a note as a 310 field. AACR2 12.7B1 also states that if the frequency changes on a later iteration, the change should be recorded in a note. The former frequency is recorded in the 321 field.

I.9.3.2 PCC application/policy

Although AACR2 says it is not necessary to add a frequency note if the frequency is apparent from the content of the title and statement of responsibility area, PCC practice per LCRI 12.7B1 is to record frequency in all cases where frequency is known. For integrating resources, the word "updated" or "updates" is included in the note to clarify that the frequency applies to the updates, not to the resource itself.

Examples:
310 __ $a Updated quarterly
310 __ $a Monthly updates

I.9.3.3 Determining and recording frequency

If the frequency is unknown, the 310 field is omitted from the bibliographic record. When a field 310 note is present, the information should coordinate with the Frequency and regularity elements in the fixed field 006 (bytes 01 and 02) or fixed field 008 (bytes18 and 19). If no frequency can be determined and the 310 field is omitted, then Frequency in the fixed fields is coded as "u" (unknown). Regularity in the fixed field 006 byte 02 or fixed field 008 byte 19 is optional and coded only if readily ascertainable.

Determining frequency of updates for online integrating resources can be difficult. The term "Continuously updated" is used only for online electronic integrating resources updated more frequently than daily.

Some updating loose-leafs provide the frequency on the filing instruction sheet for the updates.

I.9.3.4 Changes in frequency

When frequency changes, the information in the 310 field is moved to the 321 field, and a subfield $b for the applicable dates of the new frequency is added. The current frequency is then recorded in the 310 field, with a subfield $b added for the beginning date of the current frequency. In most cases, the exact beginning date will not be known, so the date of the current iteration will be supplied in angle brackets. Note that subfield $b is used in a 310 field only if there is also a 321 field in the record. A 321 field can only be used when there is also a 310 field present.

Example:
As viewed initially Sept. 9, 1999
310 __ $a Updated quarterly

Same resource viewed on May 15, 2001
310 __ $a Updated monthly, $b <May 15, 2001>
321 __ $a Updated quarterly, $b <Sept. 9, 1999>

The 321 field is repeatable. If the frequency changes again, multiple former frequencies can be recorded. If more than three past frequencies are known, use the phrase "Frequency of updates varies" in a single 321 field with the appropriate date range.

The use of a note "Updated irregularly" or "frequently updated" serves little purpose in the bibliographic record created for the first iteration of a resource. However, it may be useful when the frequency changes from a totally irregular or unknown pattern to a regular one, or vice-versa.

Examples:
310 __ $a Updated biannually, $b <Nov. 23, 2002>
321 __ $a Updated irregularly, $b <Jan. 3, 2001>

310 __ $a Updated irregularly, $b <release 2002-1>
321 __ $a Updated twice a month, $b 1999-<2001-12>

Whenever a 310 field is changed, the fixed field elements of the record must be updated to match the current frequency and regularity (see *I.13*).

I.9.4   Language of text (041 and 546 fields)

Field 546 provides information concerning the language or languages of the text, summaries, etc. Coded language information must also be supplied in fixed field 008 (character positions 35-37) and may also be given in field 041.

Example:
008   bytes 35-37: eng
041 0_$a eng $a fre
546 __$a Text in English and French.

For electronic integrating resources, use the field 546 note for a site available in multiple languages, accessible at a single URI.

Example: *Site available in multiple languages*

Example:
546 __ $a Site in English and French.

I.9.5 Titles other than title proper (246 field)

Per AACR2 12.7B4, make notes on titles other than title proper appearing on the resource.

Example:
245 00 $a Current OSHA regulations.
246 14 $a OSHA regulations

AACR2 12.7B5 instructs the cataloger to make notes on parallel titles (i.e., titles in other languages or scripts) not already recorded if these are considered to be important. Such notes are recorded in the 246 field.

I.9.6   Changes in title

I.9.6.1 Recording changes in title proper (247 field)

As stated in I.3, when the title proper on the bibliographic record for an integrating
resource is changed to reflect the current iteration, it is important to retain the information
regarding the title proper of the previous iteration. The former title is retained as a 247
field per LCRI 12.1B8b.   This field generates both a note and an added entry. Date
identification of the earlier iteration is given in the 247 field in subfield $f; if applicable,
the ISSN of the earlier title proper is included in the 247 field in subfield $x. The 247
field is repeatable if the resource changes title more than once.

Example: *Existing record*
245 00 $a Taxation of intangible assets.
500 __ $a Description based on: release 2, published 1997.

Example: *After the record is changed to reflect a later iteration:*
245 00 $a Federal income taxation of intellectual properties and intangible assets.
247 10 $a Taxation of intangible assets $f <release 2, published 1997>
500 __ $a Description based on: release 12, published 2002.

Do not use the 247 field for changes in title other than changes in the title proper (i.e., do
not use for changes in parallel title or other title information). Use the 246 field for those
types of changes (see *I.9.6.4-5*).

I.9.6.2 Recording minor changes in title proper (500 field)

A 500 field note may be used to say there have been slight changes in the earlier versions
of the title proper, if the change is a minor one, (e.g., the change appears at the end of a
long title) and access isn't affected.

Example: *Existing record*
245 00 $a Federal income taxation of intellectual properties and commercial assets.
500 __ $a Description based on release 11, published 1999.

Example: *After the record is changed to reflect a later iteration:*
245 00 $a Federal income taxation of intellectual properties and commercial assets in
          comparison to other assets.
500 __ $a Title varies slightly.
500 __ $a Description based on: release 14, published 2003.

I.9.6.3 Complex changes to title proper (547 field)

If the situation is more complex, an explanation of the change to the title proper is given as a note in a 547 field in addition to the 247 field. Per LCRI 12.7B4.2, the 547 field is not routinely given whenever there is a 247 field to record a change in title proper; the note is used only when there is a need to provide more explanation than is possible in the 247 field(s). If a 547 field is provided, the second indicator of the 247 field(s) should be coded with the value "1" to suppress the generation of a display note.

I.9.6.4 Parallel titles and changes to parallel titles (500)

AACR2 12.7B5 instructs the cataloger to make notes on parallel titles (i.e., titles in other languages or scripts) not already recorded in the title area and the statement of responsibility area, if these are considered to be important. Further, AACR2 12.7B5.2 instructs the cataloger to make notes on parallel titles no longer present on the iteration being cataloged, if considered important. When it is important to retain the parallel title from an earlier iteration, it is recorded in a 246 field subfield $f to identify the iteration. If the changes are numerous or complex, a general statement may be made in a 500 note.

I.9.6.5 Other title information and changes in other title information (246/500)

Per AACR2 12.7B6, information regarding other title information not already recorded in the title and statement of responsibility area is given in a 500 note if it is considered important. If other title information on later iterations initially recorded in the 245 $b changes on a subsequent iteration and the cataloger deems it important to retain, the earlier other title information is recorded in field 246; subfield $f is used to identify the specific iteration in which it appeared. Some guidelines on when to retain other title information in a note include:

- If the resulting note includes good descriptive terms that might be useful in keyword searches.
- The resulting note includes words that would help to clarify a "weak" title proper.

Field 246 subfield $i is used to provide additional textual information for display in the note.

Example:
245 00 $a Managing environmental liability : $b business transactions and Brownfield
        redevelopment.
246 1_ $i Subtitled: $a Law & strategy for businesses and corporations $f 1990-1997
246 1_ $i Subtitled: $a Managing environmental risks in corporate /real estate
        transactions and Brownfield redevelopment $f 1998-2001
500 __ $a Description based on: update 25, 2002.

I.9.7 Statements of responsibility or issuing bodies and changes to statements of responsibility (500 or 550 fields)

AACR2 12.7B7.1 instructs the cataloger to make notes on statements of responsibility that do not appear in the title and statement of responsibility area, if the information is considered to be important.

Per AACR2 12.7B7.2b, also make notes on statements of responsibility no longer present on the current iteration, or that appeared in a different form on earlier iterations, if considered to be important.

Record the note describing changes in responsible bodies in the 550 field; this field is also used to record changes in issuing bodies not recorded in the 245 field. Changes in persons are recorded in the 500 field.

Examples:
Record as first cataloged
110 2_ $a Association of American Economics.
245 10 $a Membership directory of the Association of American Economics $ h
       [electronic resource].
500     $a Title from HTML header (viewed June 16, 1998).

Record after being updated Aug. 30, 2000
110 2_ $a Association of American Economists.
245 10 $a Association of American Economists online directory of members $h
       [electronic resource].
247 10 $a Membership directory of the Association of American Economics $f
      <June 16, 1998>
500 __ $a Title from HTML header (viewed on Aug. 30, 2000).
550 __ $a Issued by Association of American Economics <June 16, 1998>.
710 2 _ $a Association of American Economics.

Record after being updated Jan. 15, 2003
110 2_ $a American Economists Association.
245 10 $a American Economists Association online directory of members $h
      [electronic resource].
247 10 $a Association of American Economics online directory of members $f
      <Aug. 30, 2000>
247 10 $a Membership directory of the Association of American Economics $f
      <June 16, 1998>
500 __ $a Title from HTML header (viewed on Jan. 15, 2003).
550 __ $a Issued by Association of American Economics <June 16, 1998>;
      Association of American Economics <Aug. 30, 2000>.
710 2_ $a Association of American Economics.
710 2_ $a Association of American Economists.

If the changes have been numerous and complex, a general statement can be made.

```
Example:
500 __ $a Compiler varies.
```

I.9.8 Edition statement

Per AACR2 12.7B9.2, make notes on changes in edition information no longer present in the current iteration, or on edition information that appeared in a different form on earlier iterations, if considered to be important. If the changes over time have been numerous, a general statement describing the edition changes over several iterations may be made. Give such notes in 500 fields.

I.9.8.1 Updating loose-leafs

Apply LCRI 12.7B9.2 for a gradual replacement edition of an updating loose-leaf (see LCRI 12.2F1), and make a note about the new edition statement. Use a 500 note to record changes in edition statements (see *I.4.2.1*).

```
Examples:
500 __ $a Updated to 2nd ed., June 2001.

500 __ $a Replacement title pages carry successive edition statements, e.g.,
           replacement title page received with fall 1999 supplementation carries the
           statement "Twenty-fifth edition".
```

I.9.9 Notes about dates of publication

I.9.9.1 Applicable rules

The 362 field (dates of publication and/or sequential designation note) is used to record dates when the first/last iterations are not available (see *I.9.10.1*). Because it is a note field, brackets are not used.

AACR2 1.4F8 deals with dates for integrating resources. It instructs catalogers to supply beginning dates only if the first iteration is available for cataloging (if explicit information about the beginning date is found –see, I.9.9.2 below) and ending dates only if the last iteration is available. For integrating resources, if the first /last iteration is not available, then information about beginning/ending dates is supplied in a note.

The proper MARC tagging for this note is an "unformatted" 362 field (i.e., a 362 field with a first indicator of "1"). A formatted 362 (a 362 field with a first indicator of "0") is never used for integrating resources.

I.9.9.2 PCC application/policy

AACR2 1.4F8 has an option that allows the cataloger to supply a beginning/ending date
in the 260 field if readily available when the first/last iteration is not available for
cataloging. PCC practice for integrating resources is to apply this option on a case-by-
case basis, only if the resource contains an explicit statement of a beginning date, such as:
"Created on March 10, 2001" or "Began publication in 1998." In all other cases, use an
unformatted 362 field to give possible beginning and ending dates. Beginning and
ending dates may be combined in a single note if neither is explicitly stated in the 260
subfield $c.

Examples:
362 1 _ $a Began in 1997?   *(possible/probable date inferred from copyright statement)*
362 1 _ $a Began in 1990s.
362 1 _ $a Began between 1998 and 2001.
362 1 _ $a Began in 2000?; ceased in 2002?   *(possible/probable 1*st* date inferred from*
copyright statement)
362 1 _ $a Began publication in 1998 or 1999.
362 1 _ $a Completed publication in 2002?
362 1 _ $a Began ca. 2000.

I.9.10 Electronic integrating resources

Because updating Web sites and databases change so frequently, cataloging will seldom
be created from the "first" iteration. Catalogers will often need to indicate possible
beginning date of publication in a note, rather than in the imprint area of the record. If an
explicit date can be found on the Web site or other source, that date is recorded in field
260 subfield $c in brackets, and no field 362 note is needed. However, a statement
giving a range of copyright dates (e.g., c1997-2002) is not considered to be an explicit
statement of initial publication. The initial date can sometimes be used as a questioned
possible beginning date in the 362 field. Note that the final date in the range is not to be
taken as an ending date for the ongoing resource. Such a date simply indicates the
copyright continues to be held and is likely to be updated annually to reflect the latest
year.

Field 362 is not used if there a field 260 subfield $c for the same date in the record. A
subfield $c in the 260 field and a 362 field may both be needed in the record if one
contains the beginning date and the other field the ending date of the integrating resource.

Example: *On Web site at time of initial cataloging: c1997-2001.*
260 __ $a New York : $b Corona
362 1_ $a Began in 1997?

Site later ceases with an explicit statement: No updates made to this site after Sept. 15, 2002.
The 260 field is changed to reflect this information.

260 __ $a New York : $b Corona, $c -2002.
362 1_ $a Began in 1997?

I.9.10.1 Changes in publication, distribution, etc.

Per AACR 12.7B11.1, if it is known that a resource has suspended publication with the intention of resuming at a later date, give this information in a 500 note. Also give notes on beginning and/or ending dates of publication that are not already recorded in the publication area because the first/last iterations are not available. The 362 field is used for this type of information (see *I.9.9*).

I.9.10.2 Interim practice

If the place of publication changes when an iteration changes, give the earlier place in a note if considered important (see AACR2 12.7B11.2). If the changes have been numerous, make a general statement.

Example:
260 __ $a Huntington, N.Y. $b Juris Pub., $c 1990-
500 __ $a Published: Salem, N.H. : Butterworth Legal Publishers, 1990-1994;
        Charlottesville, Va. : Michie, 1995-1997; LEXIS Law Pub., 1996-1999.

Similarly, if the publisher changes when a new iteration appears, make a note about the earlier publisher if considered to be important (see AACR2 12.7B11.2). Note that minor changes in the presentation of the publisher's name are not considered important and therefore do not need to be recorded (e.g., West Group vs. Thomson/West where West is part of Thomson). Again, if the changes have been numerous, make a general statement.

Examples:
500 __ $a Formerly published by Kramer and Reynolds, Richmond, VA, 1996-
        2002.
500 __ $a Publisher varies.

I.9.10.2.1   Future practice

Once vendors implement the repeatability of the 260 field, it is possible that multiple 260 fields will replace the use of the 500 field to record changes in place of publication, publisher, and dates of publication (see *I.6.2.2*).

I.9.10.3   Physical description

Follow AACR2 12.7B12.1 and make notes on physical details that are not already included in the physical description area.

```
Example:
300 __  $a v. : $b ill.
500 __  $a In container (28 cm.) with index.
```

Per AACR2 12.7B12.2, also make notes on physical details no longer present on the current iteration, if considered to be important. If the changes have been numerous, make a general statement. Use the 500 field to record changes in the physical description of an integrating resource (see also *I.9.11.2 and I.9.12.3.)*

```
Example:
300 __  $a v. : $b ill.
500 __  $a Forms vol. replaced by CD-ROM, 2002-
```

I.9.10.4 Accompanying material

Follow AACR2 12.7B13 and make notes on the location of accompanying material as appropriate, giving details of accompanying material when it is not mentioned in the physical description area or given a separate description. Use the 500 field to record notes regarding accompanying material.

```
Examples:
500 __  $a Slides with every 10th issue.

500 __  $a CD-ROM with last issue for the year.

500     $a Erratum in back pocket.
```

I.9.10.5 Changes in series

Per AACR2 12.7B14.2b, make notes on series statements no longer present on the current iteration if it is considered to be important. Similarly, make a note if a series is

present on the current iteration that was not present on an earlier iteration. Use the 500 field to record changes in the series area.

> Example:
> 500 __ $a Series title <Oct. 3, 1995>: Research in marketing trends.

If the series on the earlier iteration was a traced series, consider it important make a 500 note. Also, if a former traced series is now recorded only in the note, also make an 8XX series added entry.

> Example:
> 500 __ $a Series title <1990-1999>: Clark Boardman entertainment &
>   communications law library.
> 830 _0 $a Clark Boardman entertainment & communications law library.

I.9.10.6   Other formats (530 field)

Per AACR2 12.7B16, make a note to provide the details of other formats in which the content or partial content of the resource is, or has been, issued. Use the 530 field for this note.

> Example:
> 530__ $a Also available online.
> 530__ $a Latest tables of contents available online.

However, when using a 776 linking field with subfield $i to provide the textual clarification, there is no need to record both the 776 and the 530 fields, since both are essentially notes (see *I.12*).   If the situation is complex (i.e., involves more than one relationship), use the 530 field for this note.

> Example:
> (no 530 field)
> 776 08 $i Issued also as an online database: $t USDA nutrient database for standard
>   reference $w (OCoLC) 44340487

I.9.10.7 Indexes

Per AACR2 12.7B17, make notes on the presence and nature of indexes if considered to be important.

> Example:
> 500 __ $a Indexes supplied with every 10th update.

I.9.10.8 Summary

Per AACR2 12.7B18, provide a brief description of the content of the resource, unless it is apparent from the rest of the description.

I.9.10.9 Item described

Per AACR2 12.7B23, note the iteration used for the description if it is not the first; give this note in 500 field.

> Examples:
> 500 __ $a Description based on: release 3, 2002.
>
> 500 __ $a Description based on: update no. 2, published Oct. 2001.
>
> 500 $a Description based on: update no. 3, Sept. 2001.

For remote access electronic resources, this note is often combined with the "source of title" note described in I.9.12.1.

> Example:
> 500 __ $a Title from home page last updated July 2000 (viewed on Aug. 19, 2002).

When the bibliographic record has been updated based on changes in the current iteration, replace the "viewed on" date in the record with the current date in whichever note the "viewed on" information appears.   In addition, when a resource includes a specific date of update, consider including this update date in the appropriate note, as well as the date viewed.

> Example:
> *The note in the preceding example is revised when the bibliographic record is updated as:*
> 500 __ $a Title from home page last updated Sept. 2002 (viewed on Nov. 15, 2002).

I.9.11 Notes specific to updating loose-leafs

I.9.11.1   Source of title proper

Per AACR2 12.7B3, for print integrating resources, make a note on the source of the title proper when it is taken from a title page substitute.

```
Example:
500 __  $a Title from binder.
```

I.9.11.2   Physical description

Apply AACR2 12.7B12 and make notes on physical details no longer present on the current iteration if considered to be important. If the changes have been numerous, make a general statement. Use the 500 field.

If the updating loose-leaf contains both numbered and unnumbered volumes and the total number of volumes is recorded in the physical description per LCRI 12.5B2, give a note to record the presence of unnumbered volume(s) if that information is considered important.

```
Example:
500 __  $a Includes unnumbered volume: European Union law update.
```

I.9.11.3   Accompanying material

When updating loose-leafs contain accompanying material, the physical details of the accompanying material may be too detailed to be incorporated into the physical description (the 300 field). In these cases, follow the rules in AACR2 12.7B13 and make a 500 note describing the physical details of the accompanying material (see *I.9.10.4*).

```
500 __  $a Accompanied by supplementary pamphlets and by unnumbered newsletter
             vol.
500 __  $a Accompanied by Reference file (loose-leaf) containing related federal and
             state laws and acts.
```

I.9.12 Notes specific to electronic resources

I.9.12.1   Source of title note

Following AACR2 12.7B3 and AACR2 9.7B3 for remote electronic resources, always provide a note documenting the source of the title proper. Record this type of information in a 500 note. As noted under I.9.10.9, this note is often combined with the note on the latest item consulted for the description and the date viewed (see *I.9.12.4*).

In citing the source of the title proper for electronic resources, it may be helpful to refer to the document *Source of Title Note for Internet Resources*.[3]

> Example:
> 500 __ $a Title from title screen (viewed Feb. 2, 1999).

I.9.12.2   Source of edition statement

For electronic resources, also follow AACR2 9.7B7 and give the source of the edition statement if it is different from the source of the title proper. In citing the source of the edition statement, it may also be useful to refer to the terms defined in the document, *Source of Title Note for Internet Resources*.[4] Record this type of information as a 500 note.

I.9.12.3   Notes on physical description (e.g., presence of sound and color)

For electronic resources, follow AACR2 9.7.B10 and make notes on important physical details that are not included in the physical description area, particularly if these details have bearing on the use of the item. Provide a note describing physical details (e.g., presence of sound or color, etc.) if they are readily available and considered important. Record this information in a 500 note.

> Example:
> 500 __ $a Stereo sd.

I.9.12.4   Date resource was viewed for description

Per AACR2 12.7B23b, for remote access integrating resources, always give the date on which the resource was viewed for the description.

> Example:
> 500 __ $a Viewed on Aug. 18, 2002.

Most commonly, this note is combined with the note describing the source of title for an electronic resource (see *I.9.12.1*).

---

[3] Barrett, Marcia. *Source of title note for Internet resources*. Online Audiovisual Catalogers Association, Cataloging Policy Committee, 2001. Retrieved August 28, 2002 from:
http://ublib.buffalo.edu/libraries/units/cts/olac/capc/stnir.html.

[4] Ibid.

I.9.12.5   *"Type of computer file or data note"*

For electronic resources, if considered important, include a field 516 "Type of computer file or data" note to record information that characterizes the electronic integrating resource. This field allows for more detailed information than can be provided in the 256 field (see *I.5*).

> Example:
> 516 __ $a Numeric (Summary statistics)
> 516 __ $a Text (Law reports and digests)
> 516 __ $a Numeric (Spatial data: Point)

I.9.12.6   *Electronic location and access*

For online electronic resources, include at least one 856 field giving an electronic location of the item at the time of cataloging. A resource may have more than one electronic address and/or access method and, therefore, may have more than one 856 field in the bibliographic record. In recording the 856 field, it is important to be sure that the URL being transcribed matches the granular level of the resource being cataloged to the extent that this is possible. Do not include institution-specific URLs in bibliographic records contributed as shared cataloging.

> Examples:
> 856 40 $u http://lcweb.loc.gov/catdir/pcc
>
> 856 40 $u http://info.lib.edu/sepb/sepb.html

In addition to the electronic address, as appropriate to the resource being cataloged and library policy, the 856 field may contain subfield $3 or $z to give information about the part of the item to which the electronic address applies, or information important to convey to public catalog users.

> Examples:
> 856 40 $u http://www.ref.oclc.org:2000 $z Requires authorization and password
>
> 856 42 $3 French version $u http://www.cgiar.org/ifpri/reports/0297rpt/0297-fr.htm

The 856 field of the bibliographic record must be maintained to reflect the accurate electronic location of the resource.

As described in I.13.1, a new bibliographic record is required when the electronic address remains active, but now links to a completely different resource than that described in the bibliographic record.

I.10 Linking relationships

I.10.1   Applicable rules

AACR2 12.7B8 covers notes that should be made for linking relationships for a resource and its immediately preceding, immediately succeeding, or simultaneously issued resources. In addition, AACR2 21.28 on added entries for related works should be consulted.

I.10.2   PCC application policy

LCRI 21.28B1 specifies that for integrating resources, reciprocal linking notes will be made between related works. No added entries should be made unless the related work falls into the categories covered by rules 21.8-21.27 (i.e., specific types of relationships such as adaptations, revisions, and translations). Thus for the majority of linking relationships, notes will be made on the two related resources, but no related work added entries will be made (i.e., 76X-78X notes are made, but 700-730 entries are not made).

Links are made between integrating resources and serials, integrating resources and other integrating resources, and integrating resources and monographs.

Per LCRI 12.7B8, for all linking notes, works should be cited using the entry form under which the resource is found in the catalog against which the searching and cataloging is done. All main entries must be given in AACR2 form. If the main entry on the related record is not in AACR2 form, it must be changed to AACR2.

For continuations and splits, PCC practice is not to apply the option supplying date of the change. However, for absorptions, PCC practice is to supply the date of absorption when readily available. (See the LCRIs for 12.7B8a, 12.7B8c and 12.7B8d.)

Most linking note fields in MARC 21 include display constants that are generated along with the contents of the field, if the first indicator is set to "0." In most cases, catalogers will want the text of these notes to display.

I.10.2.1   Chronological relationships

Reciprocal notes are made in the new record for the chronological relationships listed below:
- Continued by B
- Continues A
- Continues in part A
- Absorbed by B
- Absorbed A

The following chronological relationships will generally require that the note be made using the 580 field due to the complex nature of the relationship:

- Merged with A to form C
- Merged with B to form C
- Merger of A and B
- Split into: B and C and D

The MARC 21 fields defined for chronological relationships are the 780 field (Preceding entry) and the 785 field (Succeeding entry). By selecting the first indicator of "0", the text shown above in the first list may be generated automatically; the cataloger provides the correct entry for the resource title in subfields $a and $t, or subfields $a and $s, or subfield $t. Other subfields may be used as appropriate. A 580 note is also used when the relationship is complex, such as a merger or a split. When a 580 note is used, the first indicator of the 78X note should be "1" to suppress the automatic display note. See the *MARC 21 Format for Bibliographic Data* for a complete discussion of the use of these fields.

Examples:
Preceding entry link
100 1_ $a Bittker, Boris I.
245 10 $a Federal income taxation of individuals....
250 __ $a 3rd ed.
780 00 $a Bittker, Boris I. $t Federal income taxation of individuals.
$b 2nd ed. $z 0791324036 $w (DLC) 95061349

Succeeding entry link
100 1_ $a Bittker, Boris I.
245 10 $a Federal income taxation of individuals ....
250 __ $a 2nd ed.
785 00 $a Bittker, Boris I. $t Federal income taxation of individuals.
$b 3rd ed. $z 0791345424 $w (DLC) 2002104288

Complex situation: merger (580 used for note)
245 00 $a Regulations for commercial and residential property.
580 __ $a Merger of: Regulations for commercial property, and: Regulations for
residential property
780 14 $t Regulations for commercial property $w (DLC) 95012012
780 14 $t Regulations for residential property $w (DLC) 96214789

Integrating resources may have relationships with other resources that the cataloger will want to note. These would include translations or resources published simultaneously in several editions.

Reciprocal note fields are available in MARC 21 for these types of notes. Translations are recorded in 765 (Original language entry) and 767 (Translation entry) notes. Indicators can be coded to automatically generate the notes: "Translation of" and "Translated as."

Note that the 765 and 767 fields are not used for one Web site that is presented in two or more languages, at a single URL, where the user has a choice of language options. In such cases, use the 546 field to provide information about the language versions (see *I.9.4*) and supply a 246 field for access to the variant title in another language (see *I.3*).

Example: *Spanish language resource, translated into English*

Spanish title
245 00 $a Manuali del paramedico.
767 0_ $t Manuali del paramedico. English. Paramedic's manual
        (Linking field title subfield includes $a and $l from related record's 130, and title proper from related record's 245)

English language translation
041 10 $a eng $h spa
130 0 $a Manuali del paramedico. $l English.
245 10 $a Paramedic's manual.

The 775 field (other edition entry) is used for works issued in simultaneous editions. Indicators can be coded to automatically generate the note "Other edition available," which is used on both related records.

Example: *Work issued in simultaneous editions*

Record for Professional edition
245 00 $a WebElements periodic table $h [electronic resource].
250       $a Professional ed.
775 0_ $a WebElements periodic table. $b Student ed.

Record for Student edition
245 00 $a WebElements periodic table $h [electronic resource].
250       $a Student ed.
775 0_ $a WebElements periodic table. $b Professional ed.

When a work is issued in several formats, such as print and online, or CD-ROM and online, information regarding the available formats is recorded in a 776 field (Additional physical form note). When possible, use MARC field 776 subfield $i to record a textual explanation of the additional format. If the 776 subfield $i is used, do not also make a note regarding the other formats in the 530 field.

Example:
(no 530 field, covered by 776 $i)
776 08 $i Issued also as an online database: $t USDA nutrient database for
           standard reference $w (OCoLC) 44340484

Example:

245 00 $a Bowker's books in print $h [electronic resource].
580 __ $a Includes data from the print publications: Books in print; Book review plus;
          Subject guide to books in print; Books in print supplement; Forthcoming books in
          print; Paperbound books in print; Children's books in print; Subject guide to
          children's books in print; Publishers, distributors and wholesalers of the
          United States.
776 1_ $t Books in print
776 1_ $t Book review plus
776 1_ $t Subject guide to books in print
776 1_ $t Books in print supplement
776 1_ $t Forthcoming books in print
776 1_ $t Paperbound books in print
776 1_ $t Children's books in print
776 1_ $t Subject guide to children's books in print
776 1_ $t Publishers, distributors and wholesalers of the United States

I.10.2.4   Supplements

If an integrating resource is a supplement to another resource, give the name of the main
resource in a note. For online material, the main Web site is not generally to be
considered a parent entry, and particular resources within that site are generally not
treated as supplements. Do not assume that hierarchical elements in a given domain
represent supplementary relationships.

If the resource has supplements that are described separately, notes should be made about
the supplement. Per LCRI 21.28B1, added entries would also be made for the related
titles.

The reciprocal MARC fields for supplement notes are 770 (Supplement/special issue
entry) and 772 (Supplement parent entry). Indicators can be coded to automatically
generate the notes "Has supplement:" and "Supplement to:"

I.10.2.5 Other relationships

For other linking relationships, or where the type of relationship cannot be determined, the 787 field (Nonspecific relationship) is used. In case of doubt about possible relationships between resources, do not make a note.

I.11 *Determining main and added entries*

I.11.1 *Applicable rules*

AACR2 Chapter 21 governs the determination of main and added entries for integrating resources. Use the standard rules for entry as outlined in AACR2 21.0A1 and 21.0B. Apply AACR2 21.1A for works of personal authorship, 21.1B for entry under a corporate body, or 21.1C for entry under title.

Apply AACR2 21.29 and 21.30 to identify any necessary added entries.

Note that AACR2 21.30D addresses added entries for editors if they are considered important, as they often are for updating loose-leafs (AACR2 12.1F3b).

Apply AACR2 21.30J for title added entries. Give an added entry for the title proper of an earlier iteration in a 247 field. See LCRI 12.7A2.

Apply AACR2 21.28 for related works. Except for relationships covered by AACR2 21.8-21.27, do not give an added entry for the related work (LCRI 21.28B1). Make reciprocal linking notes following AACR2 12.7B8 (see *I.10*).

I.11.2 *PCC application/policy*

All main and added access points on PCC records are required to be under authority control and represented by authority records in the Anglo-American Authority File (formerly known as the National Authority File (NAF)), with two exceptions:

> 1) Uniform title headings used on bibliographic records do not always need to be supported by an authority record (i.e., when there is no cross reference needed, or no research has been performed that needs to be recorded in an authority record)
> 2) Uncontrolled analytical title entries (740)

Catalogers should consult *MARC 21 Format for Authority Data,* the *NACO Participants' Manual*, the corresponding *LC Guidelines Supplement* ("blue pages") and the *LC Descriptive Cataloging Manual*, Section Z1 ("yellow pages") to establish name and series authority records.

I.11.3 *Recording changes in access points*

When there are changes in the persons or bodies responsible for the same integrating resource, or to the title proper of the same integrating resource, do not make a new record. Change the entry to reflect the latest information and give the earlier information in a note if considered to be important (AACR2 12.1B8, 12.7B4.2, 12.1F5, 12.7B7.2, 21.2C1 and 21.3B1). Apply rules above for access points.

Example: Updating loose-leaf (change in the title proper)
Existing record
245 00 $a Health profession opportunities.
500 __ $a Description based on: update 5, published 2000.

Record updated for current iteration:
245 00 $a Healthcare profession opportunities.
247 10 $a Health profession opportunities $f update 5, published 2000
500 __ $a Description based on: update 6, published 2000.

Record updated again for current iteration:
245 00 $a Opportunities in the healthcare profession.
247 10 $a Health profession opportunities $f update 5, published 2000
247 10 $a Healthcare profession opportunities. $f update 6, published 2000
500 __ $a Description based on: update 7, published 2001.

Example: Electronic resource (change in statement of responsibility and resulting change in main entry)

Existing record:
 100 1_ $a Thomas, Ellen.
 245 10 $a Early music resources on the Web $h [electronic resource] / $c
          compiled by Ellen Thomas.
 500 __ $a Title from HTML header (viewed Jan. 5, 1999)

Record updated for current iteration:
 245 00 $a Resources for early music $h [electronic resource] / $c compiled by
          the staff of Smith College.
 247 10 $a Early music resources on the Web $f <Jan. 5, 1999>
 500 __ $a Title from HTML header (viewed Apr. 15, 2001)
 500 __ $a Compiled by Ellen Thomas <Jan. 5, 1999>.
 700 1_ $a Thomas, Ellen.
 710 2_ $a Smith College.

I.12   Uniform titles

I.12.1   Applicable rules

AACR2 25.1A describes the uses of uniform titles and provides guidelines on the instances in which a uniform title would be needed. AACR2 25.2 provides instructions on how a uniform title is to be formulated. Guidance on when a uniform title is needed in conflict situations can be found in AACR2 25.5B and its associated LCRI. AACR2 25.5C provides guidance on when a uniform title is needed to distinguish different language versions of content of one item from another; AACR2 25.11 provides guidance on when a uniform title is needed to distinguish different translations of a work from one another. Finally, AACR2 25.15 deals with uniform titles for laws and AACR2 25.16 provides guidance on the need for uniform titles for treaties.

I.12.2   PCC application/policy

I.12.2.1 When to assign uniform titles in conflict situations

LCRI 25.5B specifies that a uniform title is not needed simply to resolve a conflict in the database when the main entry for the resource being cataloged is the same as the main entry of another work. However, when a uniform title is needed (generally, when the heading is needed as a subject or related work added entry and the main entry is the same as the main entry of another work), create a uniform title and resolve the conflict by adding a qualifier to the title proper. The LCRI also states that a uniform title needs to be constructed when a serial becomes an integrating resource (or vice versa) and does not change its title proper. For other situations where a uniform title is necessary to break a conflict, consult LCRI25.2B.

I.12.2.2 Appropriate qualifiers

There are different guidelines for the choice of qualifier depending on whether the qualifier is needed for a title proper main entry (see LCRI 25.5B Monographs 2a) or for a name heading main entry (see LCRI 25.5B Monographs 3a).

For situations when a qualifier is needed to resolve a conflict for a title proper main entry, possible choices for a qualifier include:

- corporate body
- date of publication
- descriptive data elements (e.g., edition statement, GMD, etc.)
- place of publication.

Note that these terms are not presented in any prescribed order, nor is this an exhaustive list. The most appropriate term should be selected by the cataloger.

The possible, but not exhaustive, list of qualifiers to break a conflict for a name heading main entry includes:

- date of publication
- descriptive data elements (e.g., edition statement, GMD, etc.)
- place of publication

I.13 Fixed field coding

I.13.1   Coding of the leader

1.13.1.1 Selecting the proper Type of record (Leader byte 06)

While many integrating resources will be coded as "a" (language material, e.g., basically textual in nature), online resources must be examined carefully to determine the correct value for Type of Record. This byte reflects the predominant content of the material rather than the carrier. Even though a resource is available via the Web and has a GMD of "electronic resource," it will not, in most cases, be coded in the Leader 06 as "m" for computer file. The value "m" is used when the predominant content belongs to following classes:

- computer software (including programs, games, fonts)
- numeric data that can be manipulated by a computer
- computer-oriented multimedia
- online systems or services

In case of doubt or when the significant aspect cannot be determined, consider the item a computer file.

Even within these categories, if there is a significant aspect of the resource that causes it to fall into another Leader byte 06 value (e.g., vector data that is cartographic is not coded as numeric, but as cartographic) then that aspect should be recorded in the Leader 06 byte.

The following categories of online integrating resources are cataloged as language material (leader byte 06 "a") because the content is predominantly textual:

- Online texts, even when they include search software and hyperlinks
- Aggregator services
- Portal pages that are text only links to other resources
- Online catalogs
- Numeric data presented solely in tabular form, that cannot be manipulated by a computer

In general, code computer games, programs, and multimedia sites (where no one type of content predominates) as computer files with the value "m" in Leader byte 06.

I.13.1.2 Coding of Bibliographic level (Leader byte 07)

I.13.1.2.1 Interim practice

Although MARC has defined a new Leader byte 07 *Bibliographic Level* value of "i" (integrating resource), this byte cannot yet be used on OCLC (though it is available for use in RLIN). Until it is possible to use the value "i" on both utilities, PCC practice is to code integrating resources with the Leader byte 07 value of "m" (monograph), code the fixed field 008 for the type of

material being cataloged, and add an 006 for continuing resources, to express the integrating aspect of these resources.[1]

Catalogers are only required to complete the bytes of the serial 006 for continuing resources that deal with the continuing aspects:

006/00 (Form of material)	Always "s" (Serial)
006/01 (Frequency)	Any applicable value
006/02 (Regularity)	Any applicable value
006/04 (Type of resource)	"d" (updating database), "l" (updating loose-leaf), or "w" (updating Web site)
006/06 (Form of item)	Any applicable value
006/17 (Entry convention)	Always "2" (Integrated entry)

For online resources a second 006 should be added to convey the electronic aspects of the resource.

I.13.1.2.2 Future practice

When OCLC is able to accept the new leader byte, all integrating resources will be coded with Leader byte 07 of "i." The majority of material will have Leader byte 06 *Type of record* of "a" (Language material). This combination of bytes will generate an 008 identical to the current serial 008.

If the *Type of record* is not coded "a" (Language material), a continuing resource 006 for the integrating aspects is added.

I.13.2   Coding of Fixed-length data elements--Additional material characteristics (006)

1.13.2.1 Interim practice

Once the cataloger has selected the primary aspect of the content of the resource, an 006 field may need to be added to the record. All integrating resources are coded as monographs in the bibliographic level of the Leader. Every record will have the Continuing Resources 006 field added to convey the continuing aspects of these resources, as described in I.13.1.1.

When the *Type of record* is coded "a" (language material), a computer file 006 should be added for online integrating resources. For loose-leaf publications, an optional 006 may need to be added to describe aspects of accompanying material, such as computer disks, slides, etc.

---

[1] RLIN users can catalog textual/language material integrating resources with the correct MARC 21 value "i" in Bibliographic Level, as indicated here under the section on future practice. RLIN users can also supply the correct values for continuing resources in fixed field 008 and for entry convention in fixed field 006, byte 17. However, PCC cataloging practice is to apply the instructions specified here as current practice.

1.13.2.2 Future Practice

Catalogers will use the bibliographic level byte value of "i" in the Leader. An additional 006 for continuing aspects will only need to be added in those instances where Type of Record is anything other than "a" (language material).

When the Type of Record is coded "a" (language material), catalogers will still need to add a computer file 006 for online integrating resources. For loose-leaf publications, an optional 006 may need to be added to describe aspects of accompanying material, such as computer disks, slides, etc.

I.13.3 Coding of physical description field (007)

All online integrating resources not coded "m" in Leader byte 06 are required to have an electronic resource 007 field describing the physical characteristics of the site (e.g., remote access, presence of sound or color). Sites for which the primary carrier is one that has another defined 007 field (e.g., map, sound recording) may have an additional optional 007 field added to the record to describe those physical characteristics.

For updating loose-leafs, an 007 could optionally be given for aspects of accompanying material, depending on individual library policy.

I.13.4 General 008 issues

This section outlines specific instructions for coding of the bytes of the 008 that require particular attention for integrating resources; all other bytes of the 008 are coded as for other materials.

I.13.4.1 Publication status

I.13.4.1.1 Interim practice

For all integrating resources, PCC policy is that until OCLC can handle the codes designed for continuing resources, the type of date/publication status will be "m" for multiple dates.

I.13.4.1.2 Future practice

When PCC catalogers are able to code the continuing resources 008, the type of date/publication status will be coded in the 008 as "c" for current, "d" for ceased or "u" for unknown.

I.13.4.2 Dates

The fixed field 008, bytes 07-10 (Date 1) will reflect the date of the first iteration of the resource, taken either from the field 260 $c or a 362 field/note. If the resource does not explicitly state the date the resource was first made available, these fields may not be present in the body of the record. Nevertheless, for the purpose of the 008, the cataloger needs to make a best guess as to when the resource was first published, using "u" as needed to indicate estimates (e.g. 199u -- sometime between 1990 and 1999). While the recent century change has made this more difficult, for the long-term purposes of the catalog, it will still be more useful to use "200u" for current material, than to use "uuuu" because the cataloger is not certain if it began in 1999, 2000, or 2001.   In the coming years, "uuuu" will provide no guidance to the age of the resource, and while the date "2000" may be off by a year or two, using this date still provides a reasonable context. When all else fails, an estimated date can be made from the latest update date in the resource or the viewing date.

If the resource is still ongoing, fixed field 008, bytes 11-14 (Date 2) will contain "9999". If the resource has ceased, then fixed field 008, byte11-14 (Date 2) should contain the year the final iteration of the resource appeared. Again, even if this does not appear in the 260 or 362 fields, the cataloger must supply a best estimate for this date.

I.13.4.3 Place of publication, production, or execution

Place of publication may be more difficult to determine for online resources than for other material. Users may have to dig down several layers of a Web site or go to an "About us" page to find complete information about the publisher. The place of publication bytes in the fixed field 008 should correspond to what is in the field 260 $a of the record.

I.13.4.4 Form of item

Form of item in 008 for all online resources will contain the value "s" (electronic).

Example 1: *Cataloger's Reference Shelf*
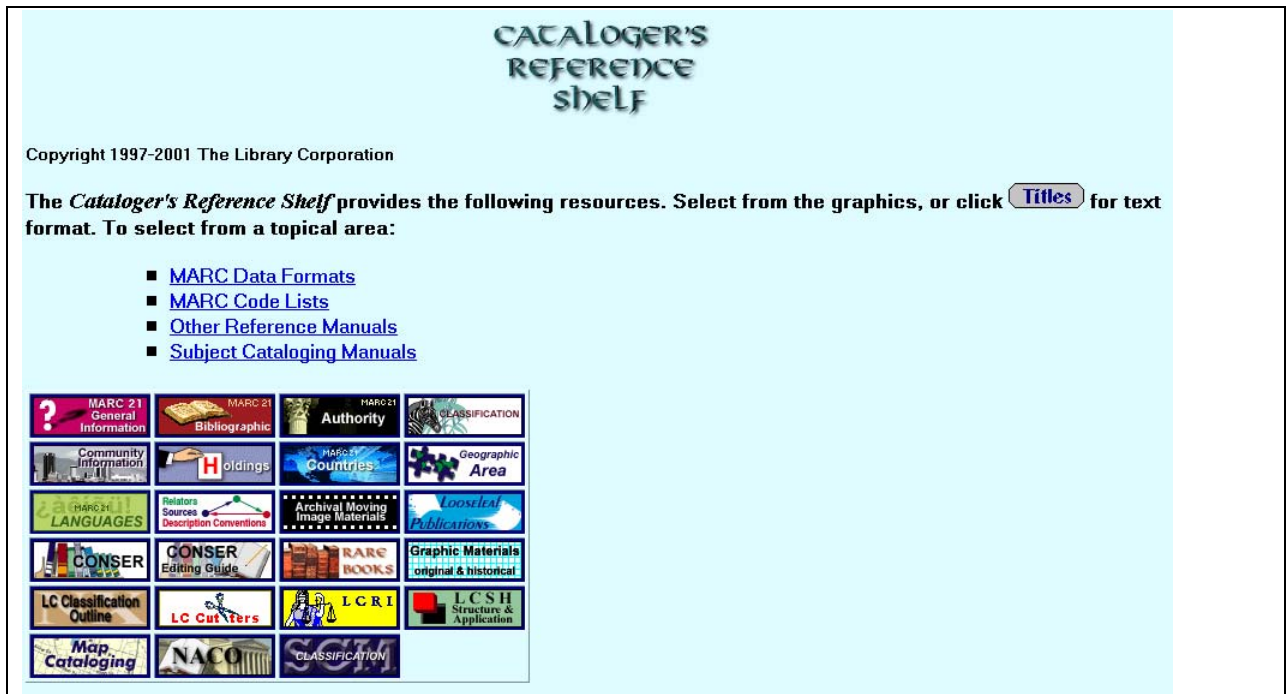
Cataloger's Reference Shelf is an updating Web site, a portal site that provides primarily textual links to other sites.

Interim practice in OCLC:

```
OCLC:  NEW                  Rec stat:    n
Entered:    20030131      Replaced:    20030131      Used:      20030131
Type:  a      ELvl:   I      Srce:  c      Audn:          Ctrl:          Lang:  eng
BLvl:  m      Form:  s      Conf:  0      Biog:          MRec:          Ctry:  wvu
              Cont:          GPub:          LitF:  0      Indx:  0
Desc:  a      Ills:          Fest:  0      DtSt:  m      Dates: 1997,9999 ¶
   1   040      ‡c NLM ¶
   2   006      [suu w s      0      2] ¶
   3   006      [m          d          ] ¶
   4   007      c ‡b r ‡d m ‡e n ¶
```

Interim practice in RLIN:

```
BKS/PROD  Books        FUL/BIB   UTBG03-B859              Catalog           UTBG-CAT
FIN ID UTBG03-B859 - Record 1 of 1 - SAVE record
HOL
  ID:UTBG03-B859              RTYP:c    ST:s    FRN:   MS:   EL:     AD:05-29-03
  CC:9114  BLT:am      DCF:a   CSC:c   MOD:     SNR:      ATC:      UD:05-29-03
  CP:wvu     L:eng     INT:    GPC:    BIO:     FIC:0     CON:      TOC:
  PC:m       PD:1997/9999      REP:s   CPI:0   FSI:0     ILC:      II:0
  006 SER (TIP:s)
    FRQ:k REG:r ISDS:  TYP:w PHY:  REP:s IS:  CNC:    GPC:  CPI:0 ALPH:  SL:2
  007 MDF (COM:c)
    SMD:r CLO:m DME:n SN:  IBT:??? FFM:? QAT:? ASO:? LCM:? RQ:?
  040     NLM
  245 00  Cataloger's reference shelf--INTERIM PRACTICE EXAMPLE
```

Future practice in OCLC:

```
OCLC:  NEW                  Rec stat:     n
Entered:    20030131      Replaced:    20030131      Used:    20030131
Type:  a     ELvl:  I     Srce:  d     GPub:        Ctrl:       Lang:  eng
BLvl:  i     Form:  s     Conf:  0     Freq:  u     MRec:       Ctry:  wvu
S/L:   2     Orig:        EntW:        Regl:  u     ISSN:       Alph:
Desc:  a     SrTp:  w     Cont:        DtSt:  c     Dates: 1997,9999 ¶
  1   040     ǂc NLM ¶
  2   006     [m        d        ] ¶
  3   007     c ǂb r ǂd m ǂe n ¶
```

Future practice in RLIN:

```
  ID:UTBG03-S8              RTYP:c    ST:p    FRN:   MS:   EL:     AD:05-29-03
  CC:9114  BLT:ai      DCF:a   CSC:c   MOD:     SNR:      ATC:      UD:05-29-03
  CP:wvu  L:eng  SL:2  GPC:    CPI:0  ALPH:   ISDS:      TYP:w     TOC:
  PC:c    PD:1997/9999  FRQ:u   REG:u   PHY:    REP:s     CNC:      IS:
  006 MDF (TIP:m)
    INT:  TMDF:d GPC:
  007 MDF (COM:c)
    SMD:r CLO:m DME:n SN:  IBT:??? FFM:? QAT:? ASO:? LCM:? RQ:?
  040     ǂcNLM
```

Example 2: *Everquest*

Everquest is an online game site, so the primary aspect is considered to be computer material.

Interim practice in OCLC:

```
OCLC:  NEW                   Rec stat:    n
Entered:    20030131      Replaced:    20030131      Used:    20030131
Type:  m      ELvl:  I     Srce:  c     Audn:        Ctrl:        Lang:  eng
BLvl:  m      File:  g     GPub:                     MRec:        Ctry:  cau
Desc:  a                               DtSt:  m     Dates: 1999,9999 ¶
  1  040       ‡c NLM ¶
  2  006       [skr w s      0     2] ¶
  3  007       c ‡b r ‡d m ‡e n ‡f u ¶
```

Interim practice in RLIN:

```
 ID:UTBG03-D0                  RTYP:c    ST:s    FRN:    MS:    EL:      AD:05-29-03
 CC:9114   BLT:mm       DCF:a    CSC:c    MOD:    SNR:      ATC:        UD:05-29-03
 CP:cau      L:eng     GPC:                        TMDF:g     INT:     TOC:
 PC:m       PD:1999/9999
 006 SER (TIP:s)
   FRQ:k REG:r ISDS:  TYP:w PHY:  REP:s IS:  CNC:    GPC:  CPI:0 ALPH:   SL:2
 007 MDF (COM:c)
   SMD:r CLO:m DME:n SN:u IBT:??? FFM:? QAT:? ASO:? LCM:? RQ:?
 040       ‡cNLM
```

Future practice in OCLC:

```
OCLC:  NEW                   Rec stat:     n
Entered:    20030131         Replaced:    20030131       Used:    20030131
Type:  m     ELvl:  I     Srce:  c    Audn:        Ctrl:        Lang:  eng
BLvl:  i     File:  g     GPub:                    MRec:        Ctry:  cau
Desc:  a                             DtSt:  c      Dates: 1999,9999 ¶
  1  040      ‡c NLM ¶
  2  006      [skr w s      0    2] ¶
  3  007      c ‡b r ‡d m ‡e n ‡f u ¶
```

Future practice in RLIN:

```
ID:UTBG03-D1                  RTYP:c    ST:s    FRN:    MS:   EL:      AD:05-29-03
CC:9114   BLT:mi      DCF:a   CSC:c   MOD:    SNR:     ATC:        UD:05-29-03
CP:cau     L:eng     GPC:                    TMDF:g    INT:     TOC:
PC:c       PD:1999/9999
006 SER (TIP:s)
  FRQ:k REG:r ISDS:  TYP:w PHY:  REP:s IS:  CNC:    GPC:  CPI:0 ALPH:  SL:2
007 MDF (COM:c)
  SMD:r CLO:m DME:n SN:u IBT:??? FFM:? QAT:? ASO:? LCM:? RQ:?
040      ‡cNLM
```

As highlighted in the examples above, Leader, byte 07 (Bib level) will be "i." The type of date/publication status in the 008 byte 06 will become "c". Everything else will remain the same.

Example 3: *Speech Archives*

Speech Archives is an updating Web site that is primarily a sound resource.

Interim practice in OCLC:

```
OCLC:  NEW                  Rec stat:    n
Entered:    20030131      Replaced:    20030131     Used:     20030131
Type:  i     ELvl:  I      Srce:  c    Audn:        Ctrl:       Lang:  eng
BLvl:  m     Form:  s      Comp:       AccM:        MRec:       Ctry:  cau
Desc:  a     FMus:         LTxt:  hl   DtSt:  m     Dates: 1999,9999 ¶
   1  040     ‡c NLM ¶
   2  006     [suu w s     0    2] ¶
   3  006     [m        h        ] ¶
   4  007     c ‡b r ‡d m ‡e n ‡f a ¶
```

Interim practice in RLIN:

```
ID:UTBG03-R0                 RTYP:c    ST:s    FRN:   MS:   EL:     AD:05-29-03
CC:9114  BLT:im       DCF:a   CSC:c    MOD:    SNR:     ATC:        UD:05-29-03
CP:cau     L:eng      FCP:??  INT:    AMC:                          TOC:
PC:m       PD:1999/9999       LIT:hl
006 MDF (TIP:m)
  INT:  TMDF:h GPC:
006 SER (TIP:s)
  FRQ:u REG:u ISDS:  TYP:w PHY:  REP:s IS:  CNC:    GPC:  CPI:0 ALPH:  SL:2
007 MDF (COM:c)
  SMD:r CLO:m DME:n SN:a IBT:??? FFM:? QAT:? ASO:? LCM:? RQ:?
040      ‡cNLM
```

Future practice in OCLC:

```
OCLC:  NEW                  Rec stat:    n
Entered:    20030131      Replaced:    20030131     Used:     20030131
Type:  i     ELvl:  I      Srce:  c    Audn:        Ctrl:       Lang:  eng
BLvl:  i     Form:  s      Comp:       AccM:        MRec:       Ctry:  cau
Desc:  a     FMus:         LTxt:  hl   DtSt:  c     Dates: 1999,9999 ¶
   1  040     ‡c NLM ¶
   2  006     [suu w s     0    2] ¶
   3  006     [m        h        ] ¶
   4  007     c ‡b r ‡d m ‡e n ‡f a ¶
```

Future practice in RLIN:

```
ID:UTBG03-R1              RTYP:c    ST:s    FRN:    MS:    EL:     AD:05-29-03
CC:9114   BLT:ii      DCF:a    CSC:c    MOD:     SNR:      ATC:       UD:05-29-03
CP:cau      L:eng     FCP:??   INT:     AMC:                          TOC:
PC:c      PD:1999/9999        LIT:hl
006 MDF (TIP:m)
  INT:  TMDF:h GPC:
006 SER (TIP:s)
  FRQ:u REG:u ISDS:  TYP:w PHY:  REP:s IS:  CNC:    GPC:  CPI:0 ALPH:  SL:2
007 MDF (COM:c)
  SMD:r CLO:m DME:n SN:a IBT:??? FFM:? QAT:? ASO:? LCM:? RQ:?
040      ‡cNLM
```

As highlighted in the examples above, Leader, byte 07 (Bib level) will be "i." The type of date/publication status in the 008 byte 06 will become "c". Everything else will remain the same.

I.14   Subject analysis and classification

I.14.1   PCC application/policy

In line with the guidelines for BIBCO and CONSER participation, it is expected that records for integrating resources will contain subject headings. A library does not need to use one particular subject thesaurus or classification scheme, but may use any classification or subject heading scheme assigned a code within the MARC 21 format.

For more information regarding the tools used and further guidance on subject analysis and classification, refer to the appropriate sections of the *BIBCO Participants' Manual* or the *CONSER Cataloging Manual*.[1]

I.14.1.1 Subject analysis

Catalogers are expected to perform appropriate content analysis and to assign subject headings that accurately describe the content of the title being cataloged. Catalogers should assign subject headings to the level of specificity that best represents the work.

Names used as subjects must be represented by authority records in the Anglo-American Authority File (formerly the National Authority File (NAF)). However, newly-proposed LC subject headings that have been submitted as SACO proposals may be entered on bibliographic records even if they have not yet been accepted into the thesaurus.[2]

I.14.1.2 Classification

PCC practice is to provide a classification number for updating loose-leaf integrating resources. Classification numbers for other types of integrating resources are optional.

I.14.2 Subject heading assignment

The assignment of subject headings to integrating resources is generally the same as for other materials.   Because integrating resources have the potential to change over time, the subject headings assigned should be broad enough to encompass possible future changes in content.

In cataloging electronic integrating resources, useful sources of information that might be helpful in the assignment of subject headings include the contents page, the "About" statement, or any announcements available that describe the resource.

---
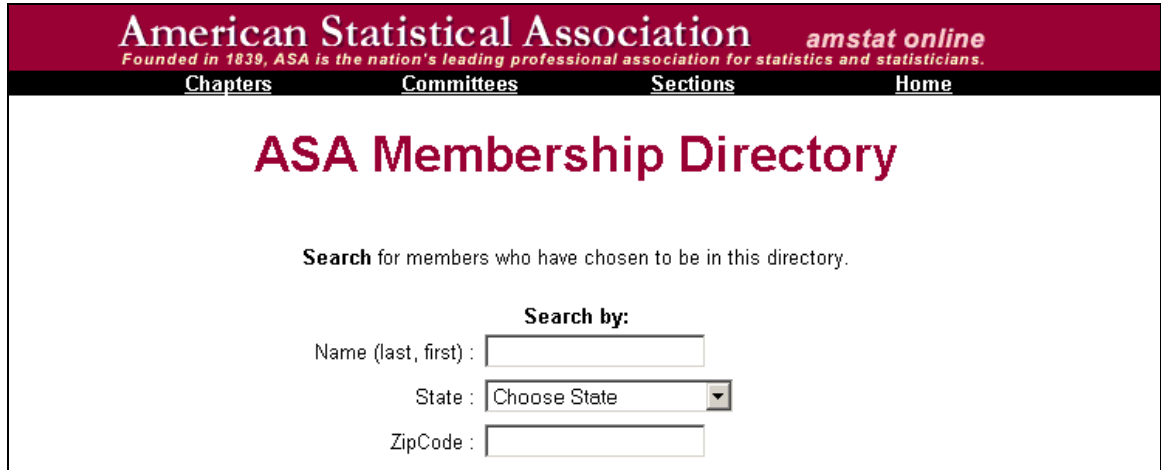
[1] *BIBCO Participants' Manual*, B. Record Content, p. 28-30; *CONSER Cataloging Manual*, Module 15, by John Reimer.

[2] N.B. If a heading is used provisionally on a bibliographic record and the SACO proposal isn't accepted or the proposed term is modified by LC, it is the responsibility of the cataloging agency to correct the existing bibliographic record(s) to match the approved subject term, ensuring that all subject headings are under authority control.

I.14.2.1 Form and topical subdivisions

If desired, libraries may elect to use subdivisions in conjunction with subject headings, as appropriate to the integrating resource being cataloged. For example, the form subdivision "directory" may be particularly useful for describing print or online resources that serve as directory listings.

Example: *Directory*

There are several free-floating form and topical subdivisions in LCSH that may be applicable for electronic integrating resources, namely: Databases, Computer network resources, Software, and Computer programs.

LC assigns the free-floating form subdivision "databases" to subjects only when the resource meets the following definition:

> A database is a collection of logically interrelated data stored together in one or more computerized files, usually created and managed by a database management system. The data are encoded, and each file is designed with a high-level structure for accepting, storing, and providing information on demand. Typically, there is a set of definitions for the database that describe its various data elements and a set of codes to identify each element. The database may include the database management software that created the file, or it may include only the data.[3]

---

[3] *Subject Cataloging Manual: Subject Headings*. 5th ed. Washington, D.C.: Cataloging Distribution Service, Library of Congress, 1996. (H520).

Example: *Database*

IBDB **Internet Broadway Database**   **About IBDB**   **IBDB Help**   **Contact IBDB**

IBDB Home | Live Broadway.com | NBTA

welcome to
Internet Broadway Database

IBDB (Internet Broadway Database) archive is the official database for Broadway theatre information. IBDB provides records of productions from the beginnings of New York theatre until today. Details include pertinent people involved as well as interesting facts and production statistics. Get a list of every production of *Hamlet* on Broadway or a list of your favorite actor's credits. Find out what played at a particular theatre or what shows opened in a specified Broadway season.

The pride of IBDB is its accuracy and comprehensiveness. The value of IBDB is its searchability. Enter a key word into the basic search fields on the left to search in Shows, People, Theatres, or Seasons categories. Click on any result for more information. For more complicated or filtered searches, choose Advanced Search. For detailed instructions on searching, click onto IBDB Help tab on the top of each page.

ON THIS DAY...
For a historical list of notable theatrical events occurring on:

Jul ▾ 23   Submit

Search For:

in this category...

All ▾

Submit

For more complex or filtered searches, click here

Advanced Search

However, the manual goes on to instruct:

> Do not assign the subdivision –Databases under subjects for computer files that are essentially textual in nature, such as articles, conference proceedings, literary works, form letters.[4]

and adds

> Do not use the subdivision --Databases for the following types of works: Computer files that have the structure of and present themselves as reference-type works, such as directories, bibliographies, catalogs, dictionaries, encyclopedias, indexes, or other similar types. Assign instead the pertinent form headings or form subdivisions under subjects.[5]

---

[4] Ibid.
[5] Ibid.

Example: *The form subdivision "-Databases" is not appropriate in the record for the site below because it is an encyclopedia.*

The free-floating topical subdivision "Computer network resources" is not automatically used as a subdivision for all resources issued on the Internet. As instructed in the LC *Subject Cataloging Manual*, it is used with topical headings for works about computer network resources available for research in those fields.[6]

The free-floating form subdivision "Software" is used when cataloging actual computer programs. The subdivision is used with the appropriate topical heading that corresponds to the main subject of the software. The names of many software programs are established in the Name Authority File, but these headings are not added as subjects to the actual program itself; they are only added to works **about** that program. When cataloging material about a particular program, the free floating topical subdivision "Computer program" is added to the topical heading.[7]

---

[6] *Subject Cataloging Manual: Subject Headings*. 5th ed. Washington, D.C.: Cataloging Distribution Service, Library of Congress, 1996. (H1095).
[7] *Subject Cataloging Manual: Subject Headings*. 5th ed. Washington, D.C.: Cataloging Distribution Service, Library of Congress, 1996. (H2070).

I.14.2.2 Changeable nature of content of integrating resources: impact on subject analysis

Whenever an integrating resource changes and the bibliographic record is being modified to reflect changes to the description, it is also advisable to check for changes to the subject scope and content of the resource.

If there are significant changes in the subject content, the cataloger should consider adding new subject headings to reflect the latest iteration and deleting headings no longer applicable to the current contents of the resource.

I.15   ***When a new bibliographic record is required and other special situations***

I.15.1   *What changes are considered major and require a new record? What changes are considered minor covered by notes?*

For integrating resources, most changes are considered to be minor and do not require the creation of a new bibliographic record. The bibliographic description is changed to reflect the current iteration and the information about earlier iterations is recorded in notes if considered to be important (see *I.9*)**.**

A new bibliographic record will be necessary in some situations, such as a merger of existing bibliographic resources (AACR2 12.7B8b), a split into other resources (AACR2 12.7B8c), some instances for updating loose-leafs when the edition statement changes and/or the publisher issues a new base volume or volumes (see *I.13.1.1*), and for electronic integrating resources when an edition statement on a resource changes and the resource described on the original bibliographic record continues to exist as a separate resource.

Publications may also change their form of issuance from monographs or serials to integrating resources, or vice-versa. In such cases, a new record would be created for the integrating resource with reciprocal links to and from the earlier title (see *I.10*). Another instance where a new record is required is when there is a change in format (for example, from print to online.)

Note that, per LCRI 25.5B, PCC practice is that a uniform title is not needed for all changes in form of issuance. Specifically, a uniform title should be created when a serial becomes an integrating resource (or vice-versa) and retain the same title proper, but a uniform title is not needed when a monograph becomes an integrating resource (or vice versa; see *I.12*).

Example of change in issuance requiring a new record

The second edition of a volume is issued with pocket part supplementation and was cataloged as a monograph. The publisher has decided to reissue the volumes, still called the "2nd ed.," in loose-leaf format beginning with 2002.

Examples of change in issuance and change in format requiring a new record

A directory that is issued annually in print as a serial publication, but when issued online, it is constantly updated and the updates do not remain discrete, causing it to become an updating database that is an integrating resource.

In 2004, after issuing revised pages for the loose-leaf in 2003, the publisher changes format again, now issuing complete replacement volumes annually. The title requires a new serial record.

I.15.1.1 Print

Per LCRI 21.3B a new record is created for updating loose-leafs when a new base volume is issued with an *in toto* replacement of the contents (e.g., a new base volume with a new date in the header/footer, etc., consistent throughout the volume). Consult LCRI 21.3B for guidance with other complicated situations (e.g., new base volume with various dates in the header/footer, new base volume with no revision dates). In case of doubt, make a new record.

Example:
Earlier edition
245 10 $a Trial handbook / $c Kent Sinclair.
250 __ $a 2nd ed.

New base volume requires a new record (new binder and full contents received)
245 10 $a Trial handbook / $c Kent Sinclair.
250 __ $a 3rd ed.

Example:
Earlier edition
245 00 $a Statutes of Alberta judicially considered, plus selected earlier cases.
250 __ $a R.S.A. 1980 ed.

New base volume requires a new record
245 00 $a Statutes of Alberta judicially considered.
250      $a R.S.A. 2000 ed.

A gradual replacement edition does not require a new record. This type of edition change occurs when the publisher issues a new title page with a new edition statement as part of an update, with no *in toto* replacement of the contents or issuance of a new base volume. In this case, a new record is not created and the edition statement is changed to reflect the information on the current iteration; information regarding the earlier edition statement is retained in a note (see *I.9.8*).

Example
Gradual replacement edition; base volume not replaced, but the edition statement changes on the title page in July 2002 update; new record not required
250 __ $a 4th ed.
500 __ Updated to 4th ed., <July 2002>.

When the new base volume indicates that the title was created by merging two titles, a new record is created, linking to both the earlier titles. If a title splits from another title, a

new record is created for the new title, with a link from the earlier title. The earlier title remains "open", with a link to the newly "split" title, unless the LCRI 21.3 criteria for requiring a new record is applicable.

I.15.1.2 Non-print

For electronic integrating resources, there are only two instances that require the creation of a new record (LCRI 21.3B):

    1)   The edition statement on a resource changes and the resource described on the original bibliographic record continues to exist as a separate resource.

    2)   The original URI remains active, but now links to a completely different resource than that described in the bibliographic record.

I.15.2 Loose-leaf services

A loose-leaf service is issued in several component parts, often in a combination of updating loose-leaf and bound volumes containing both primary and secondary source material (LCRI 12.0). Sometimes a loose-leaf service is called a reporter.

Generally, PCC/LC practice is to create only one bibliographic record for the service as a whole, considering the service as a whole to be an integrating resource. Notes are provided to describe the component parts in enough detail to identify them.

Examples:
500 __ $a Service contains binders: Finding aids, Master index; Statutes, treaties; FCC rules & NPRMs; Cases; Digest.
500 __ $a The service includes: Decisions (later published in bound volumes as International trade reporter decisions); and BNA's international trade reporter (previously issued as International trade reporter and Current reports). In July 1984, International trade reporter's U.S. import weekly and International trade reporter's U.S. export weekly (earlier title: International trade reporter's survey and analysis of current developments) merged to form Current reports.

The following often comprise component parts of loose-leaf services (see LCRI 12.0):

• Pamphlets/paperbacks

Pamphlets and paperbacks received as part of a loose-leaf service subscription generally contain current information of temporary or permanent value. Such publications are keyed to a section or a service or to several services. In addition to individual, distinctive titles, they carry also the title of the service and the numbering of a section of the service (usually a supplementary bulletin, to which is added a

further distinguishing characteristic such as the words "Extra," "Section 2," etc. (e.g., "Bulletin 35, Extra" or "Report bulletin 24, Volume LIII (Section 2)").

Although these publications are often indexed in the service, they are unsuitable for filing into the service. PCC/LC practice states that if such a publication is considered of permanent value, create a separate record, but do not include a note in the bibliographic record indicating a relationship to the loose-leaf service and do not give an added entry for the service. This is because a pamphlet or paperback may be distributed to more than one service.

- Sections with independent numeric or chronological designations

Latest developments in a particular field are often reported and analyzed in special sections of a service. These sections are typically called Bulletin, Newsletter, Report bulletin, Report, etc., and are for the most part indexed in the service. They carry a numeric or chronological designation of their own. Information of permanent value from these sections is often later included in the main text and old issues can be periodically discarded or transferred.

PCC/LC practice is not to create a separate record for such a section. Instead, on the bibliographic record for the service, give a note explaining the inclusion of any separately numbered and separately titled section. Give an appropriate added entry for the section.

Examples:
500 __ $a Includes separately numbered section: Hospitals and health care organizations. Bulletin.
740 02 $a Hospitals and health care organizations. $p Bulletin.

500 __ $a Includes master binder (1 v.) which contains indexes and separately numbered bulletin: Multistate tax report.
740 02 $a Multistate tax report.

- Transfer volumes

A transfer volume is a bibliographic unit containing material of a permanent nature originally issued as a section or binder of a loose-leaf service. The material is transferred from the loose-leaf mode by one of the following methods: the material is reissued by the publisher in bound form and sent to the subscriber as part of a subscription or made available for separate purchase; the material is transferred from the original loose-leaf mode to permanent binders (sometimes supplied by the publisher); or the material is bound separately by the subscriber.

Generally, PCC/LC practice is not to create a separate bibliographic record for the transfer material. Instead, on the bibliographic record for the service, give a note explaining the inclusion of transfer material of permanent value. If the transfer section has a title of its own or acquires a title of its own in its transferred/bound stage, cite the title in the note and give an added entry.

Examples:
500 __ $a Material of permanent value is removed periodically and bound in separate volumes.

500 __ $a Material of permanent value is transferred from time to time to storage binders.

500 __ $a Decisions from state and federal courts are removed periodically and issued in bound volumes with title: Copyright law decisions.
740 02 $a Copyright law decisions.

If a separate bibliographic record is created for the transfer material, include a note explaining the relationship to the updating loose-leaf.

Example:
245 00 $a Employment practices decisions.
500 __ $a The court decisions in these bound volumes are reprinted from the loose-leaf publication: Labor law reports: employment practices.

I.16   Full record examples

Some examples are shown using RLIN workforms and some using OCLC-like workforms. The workforms are displayed with mnemonics in the 006 field, although in OCLC, these are only visible at the point when the field is added. Only the text string will appear on the actual record as stored in the OCLC database.

In the cataloging records provided here, when changes have been made to the bibliographic record, they appear in **boldface**.

Figure 1: *Online integrating resource 1—initial viewing (April 19, 2003)*
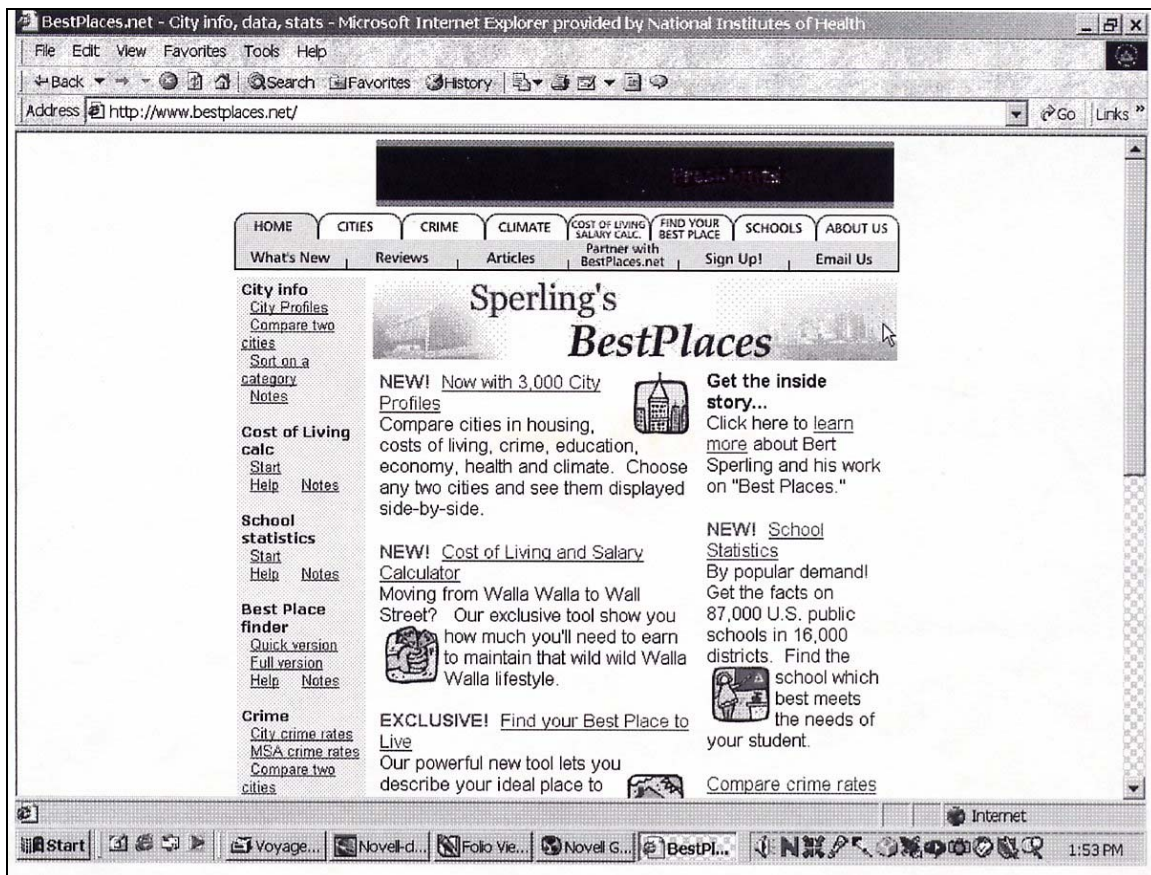
Bibliographic record created for Figure 1

```
Type: m       ELvl:        Srce:  c      Audn:        Ctrl:         Lang: eng
BLvl: m       File:  m     GPub:                      MRec:         Ctry: oru
Desc:  a                                  DtSt: m     Dates:1998, 9999


006     Freq: u       Regl:  u     ISSN:          SrTp:  d     Orig: s
        Form: s       EntW:        Cont:  s       GPub: Conf:   Alph:  S/L: 2
```

007 __	$a c $b r $d m $e n	
040 __	$a XXX $c XXX	
050 _4	$a HN60 $b .S64	
245 00	$a Sperling's bestplaces $h [electronic resource].	
246 3_	$a Sperling's best places	
246 30	$a BestPlaces	
246 30	$a Best places	
246 10	$i Title on title bar: $a BestPlaces.net	
260 __	$a Portland, Or. : $b Fast Forward	
362 1_	$a Began in 1998?	
538 __	$a Mode of access: World Wide Web.	
500 __	$a Title from home page based on version modified Mar. 30, 2001(viewed Apr. 19, 2003).	
500 __	$a Updated version of Places U.S.A. software developed by Bert Sterling.	
650 _0	$a Cities and towns $x Ratings $z United States $v Databases.	
651 _0	$a Quality of life $z United States $v Databases.	
700 1_	$a Sperling, Bert.	
710 2_	$a Fast Forward, Inc.	
856 40	$u http://www.bestplaces.net	

Comments:

Because there are specific data elements within this site that can be specified and searched, it appears to meet the definition of a database. Having decided this resource is a database, it is cataloged on the computer file workform, with an 006 added for the continuing aspects of the integrating resource. It might also be reasonable to consider it a primarily textual resource, and use the language material workform. In that case, two 006's are needed, one for the electronic aspects (required for OCLC members only) and one for the integrating/continuing aspects. The $v Databases would not be used with the subject headings.

Sperling's name is clearly associated with the site. However, when the "Inside story" page on the site is checked, he is described as the "driving force;" the site is said to be produced by a "small group of experts" (i.e., the staff of Fast Forward). Therefore, title main entry was selected, and added entries are made for Sperling and for Fast Forward, Inc.

This site has only been viewed once, so no changes are yet needed on the record.

Figure 2: *Online integrating resource 2-initial viewing (Feb. 2, 1999)*
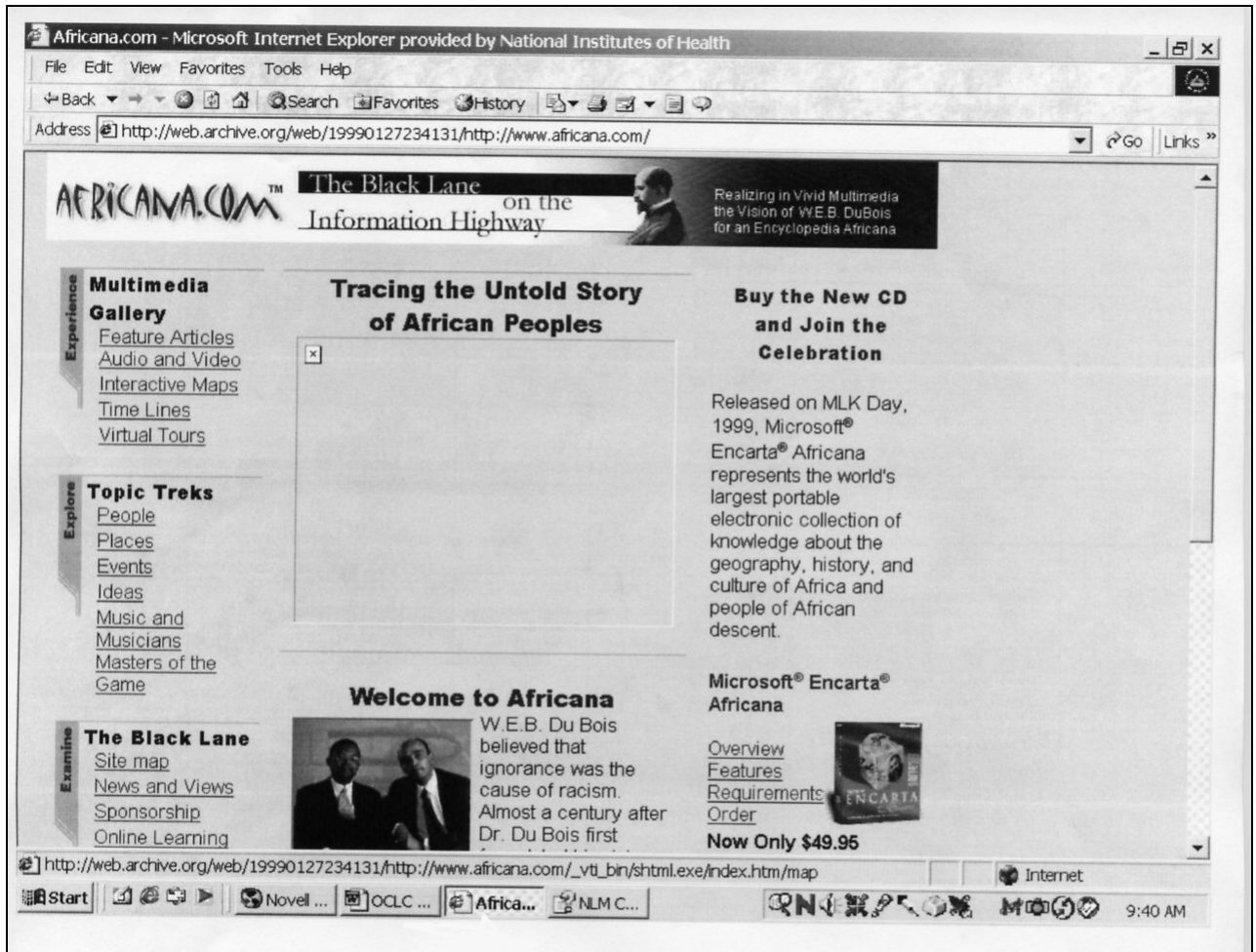
```
┌─────────────────────────────────────────────────────────────────────────────┐
│  Bibliographic record created for Figure 2                                    │
└─────────────────────────────────────────────────────────────────────────────┘
```

Type: a	ELvl:	Srce: c	Audn:	Ctrl:	Lang: eng
BLvl: m	Form: s	Conf:	Biog:	MRec:	Ctry: xxu
	Cont:	GPub:	LitF: 0	Indx: 0	
Desc: a	Ills: a	Fest: 0	DtSt: m	Dates: 1999, 9999	

006	Freq: u	Regl: u	ISSN:	SrTp: w	Orig: s	
	Form: s	EntW:	Cont:	GPub:	Conf: Alph: S/L: 2	

006	Audn:	File: d	GPub:

007	__	$a c $b r $d m $e n
040	__	$a XXX $c XXX
050	_4	$a E185
245	00	$a Africana.com $h [electronic resource] : $b the Black lane on the information highway.
246	30	$a Black lane on the information highway
260	__	$a [United States] : $b Africana.com
538	__	$a Mode of access: World Wide Web.
500	__	$a Title from home page (viewed Feb. 2, 1999).
520	__	$a Electronic collection of knowledge about the geography, history, and culture of Africa and people of African descent.
650	_0	$a African Americans.
651	_0	$a United States $x Civilization $x African American influences.
710	2_	$a Africana.com Inc.
856	40	$u http://www.africana.com

Comments:

Proper choice of Leader 06 (Record type) is a judgment issue. There are links to
interactive maps, and audio and video material, but the primary content appears to be
textual (language material). Thus the language material workform was selected, and two
006s are added to the record, one to convey the continuing aspects and one to convey the
electronic aspects (required of OCLC members only). A cataloger might, however,
reasonably choose to catalog this as Record Type computer file if they conclude that
there is no single significant aspect to this multimedia resource.

Figure 3: *Online integrating resource 2-- second viewing (Aug. 15, 2002)*
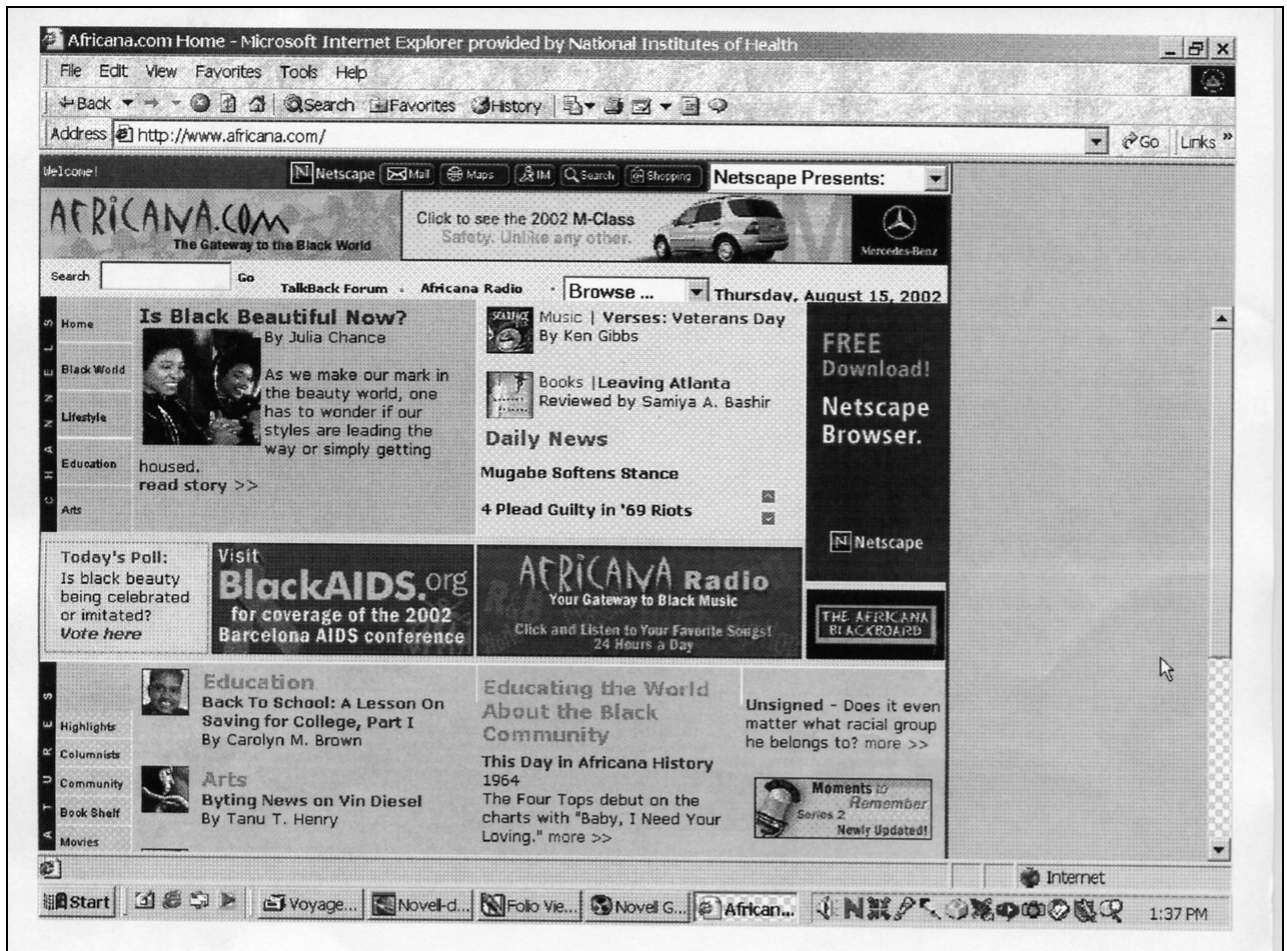
Bibliographic record updated to reflect Figure 3

Type: a	ELvl:	Srce: c	Audn:	Ctrl:	Lang: eng
BLvl: m	Form: s	Conf:	Biog:	MRec:	Ctry: xxu
	Cont:	GPub:	LitF: 0	Indx: 0	
Desc: a	Ills: a	Fest: 0	DtSt: m	Dates: 1999,9999	

006	Freq: **d**	Regl: **r**	ISSN:	SrTp: w	Orig: s
	Form: s	EntW:	Cont:	GPub:	Conf: Alph: S/L: 2

006	Audn:	File: d	GPub:

007 __	$a c $b r $d m $e n
040 __	$a XXX $c XXX $d XXX
050 _4	E185
245 00	Africana.com $h [electronic resource] : $b **the gateway to the Black world**.
246 1	**$i Title on title bar: $a Africana.com home**
246 1	**$i Subtitled: $a Black lane on the information highway $f <Feb. 2, 1999>**
260 __	$a [United States] : $b Africana.com
310 __	**$a Updated daily $b <Aug. 15, 2002>**
321 __	**$a Frequency varies $b <Feb. 2, 1999>**
538 __	$a Mode of access: World Wide Web.
500 __	$a Title from home page **(viewed Aug. 15, 2002).**
520 __	$a Electronic collection of knowledge about the geography, history, and culture of Africa and people of African descent.
650 _0	$a African Americans $x Social life and customs.
650 _0	$a African Americans $x Intellectual life.
651 _0	$a United States $x Civilization $x African American influences.
710 2_	$a Africana.com Inc.
856 40	$u http://www.africana.com

Comments:

In viewing the site later, we see that the subtitle and title bar title of this site have changed, and the frequency has become more regular, with daily updates, so the existing record is updated to reflect these changes. Keeping the old subtitle as an access point is a cataloger judgment issue. Since the original record provided access to that portion of the title, it was felt worthwhile to keep it as an access point.

Figure 4: *Online integrating resource 2--third viewing (April 21, 2003)*
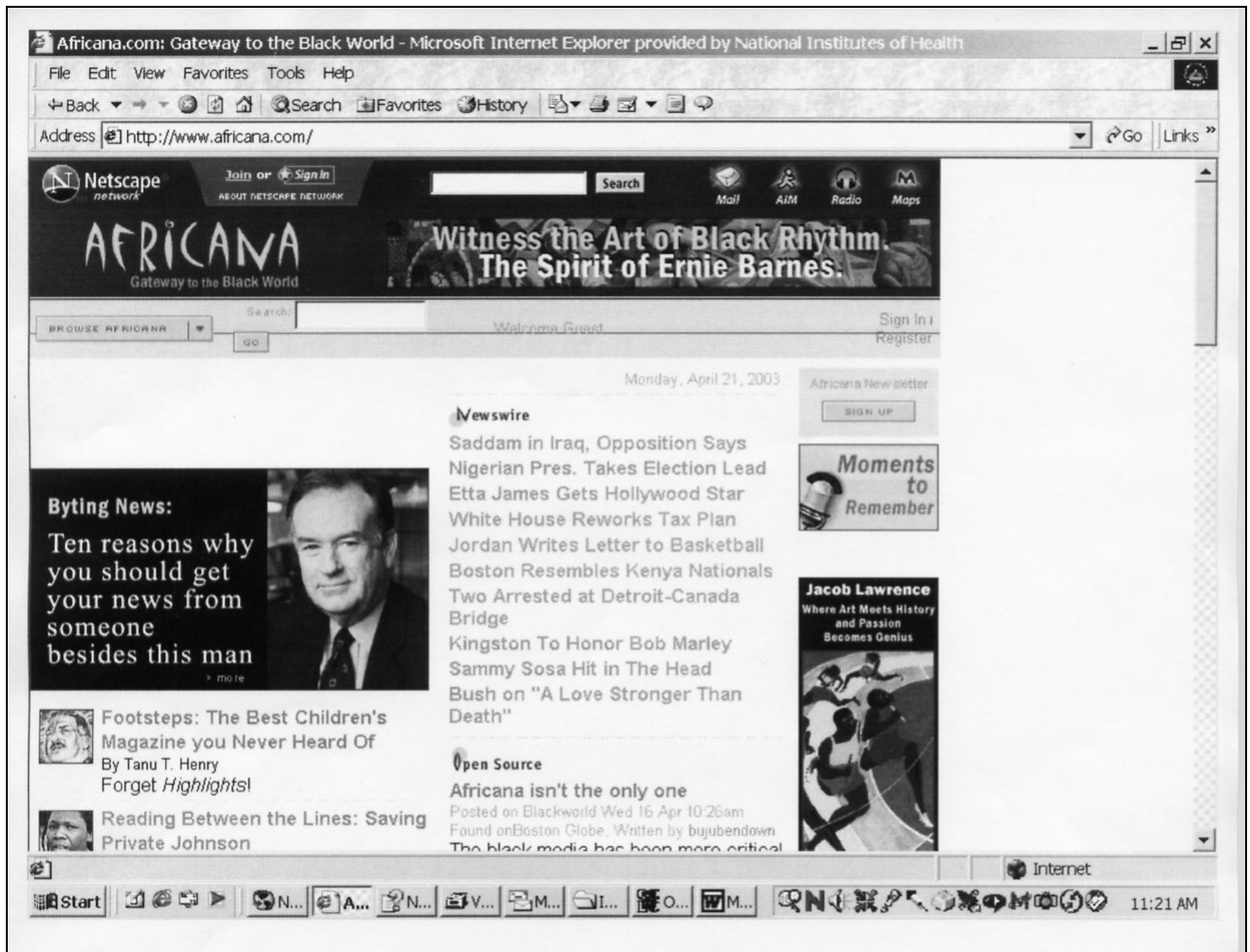
Bibliographic record updated to reflect Figure 4

Type: a	ELvl:	Srce: c	Audn:	Ctrl:	Lang: eng	
BLvl: m	Form: s	Conf:	Biog:	MRec:	Ctry: xxu	
	Cont:	GPub:	LitF: 0	Indx: 0		
Desc: a	Ills: a	Fest: 0	DtSt: m	Dates: 1999,9999		

006	Freq: d	Regl: r	ISSN:	SrTp: w	Orig: s	
	Form: s	EntW:	Cont:	GPub:	Conf: Alph: S/L: 2	

006	Audn:	File: d	GPub:

007 __	$a c $b r $d m $e n
040 __	$a XXX $c XXX $d XXX
050 _ 4	$a E185
245 00	**$a Africana** $h [electronic resource] **: $b gateway to the Black world.**
246 1	$i Title on title bar: $a Africana.com
246 1	$i Subtitled: $a Black lane on the information highway $f <Feb. 2, 1999>
247 10	**$a Africana.com $f <Aug. 15, 2002>**
260 __	$a [United States] : $b Africana.com, $c 1999.
310 __	$a Updated daily $b <Aug. 15, 2002>
321 __	$a Frequency varies $b <Feb. 2, 1999>
538 __	$a Mode of access: World Wide Web.
500 __	$a Title from homepage **(viewed Apr. 21, 2003).**
650 _ 0	$a African Americans $x Social life and customs.
650 _ 0	$a African Americans $x Intellectual life.
651 _ 0	$a United States. $x Civilization $x African American influences.
710 2_	$a Africana.com Inc.
856 40	$u http://www.africana.com

Comments:

When viewed again, this site has a new title on the homepage, so the previous title is
moved to a 247 field, with the date it was viewed supplied in the 247 $f, and the current
title is given in the 245. The source of title note is updated to reflect the most current
viewing date. The subtitle was modified to show absence of initial "The" and the 246 was
modified to reflect change in the title bar title.

Figure 5: *Online integrating resource 3--initial viewing (Nov. 24, 2001)*
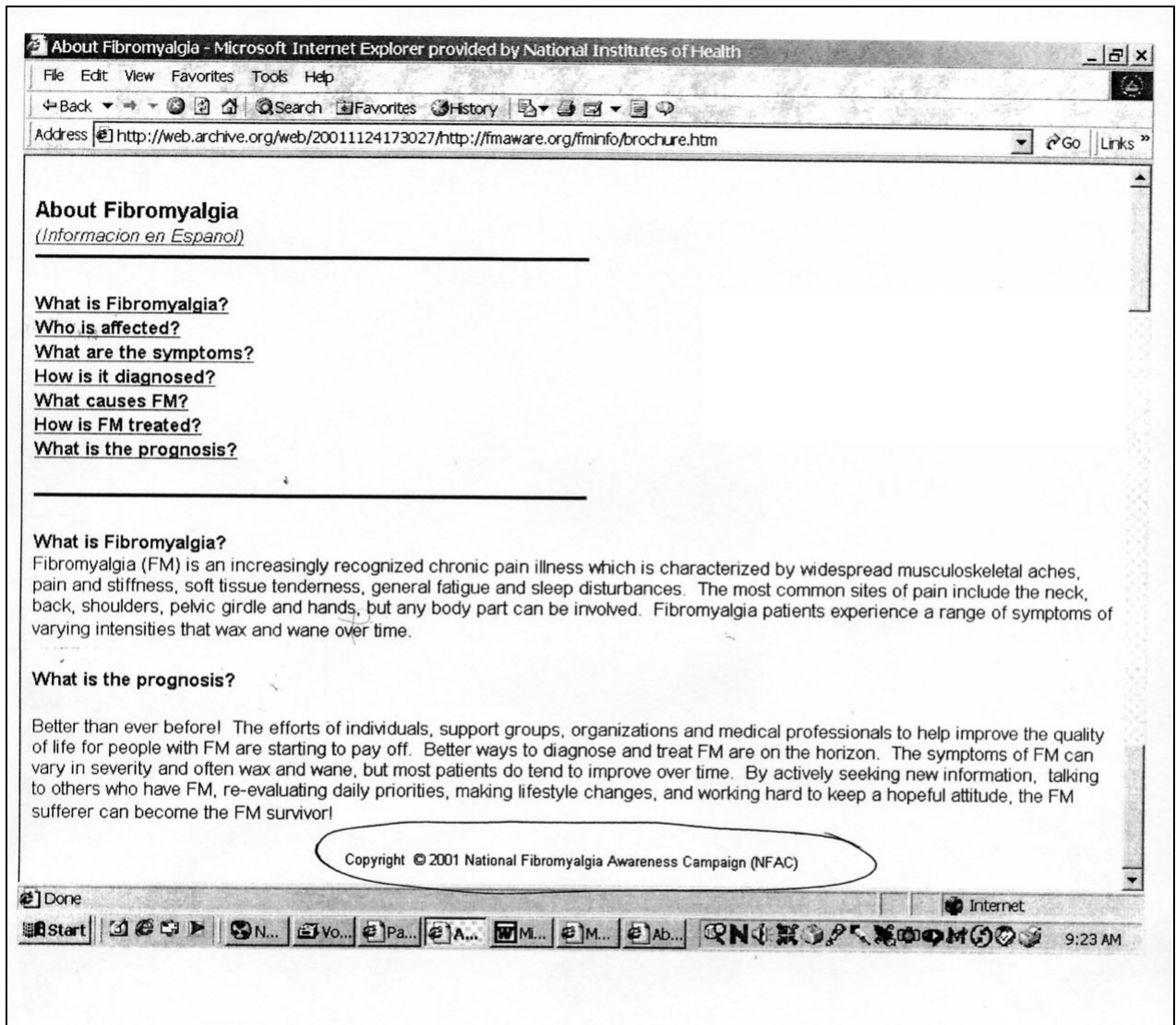
Bibliographic record for Figure 5

```
Type:  a      ELvl:         Srce:  c     Audn:        Ctrl:          Lang: eng
BLvl:  m      Form:  s      Conf:        Biog:        MRec:          Ctry:  cau
              Cont:         GPub:        LitF:  0     Indx:  0
Desc:  a      Ills:         Fest:  0     DtSt:  m     Dates: 200u, 9999

006           Freq:  u      Regl:  u     ISSN:        SrTp:  w       Orig: s
              Form:  s      EntW:        Cont:        GPub:          Conf:  Alph:  S/L: 2

006           Audn:         File:  d     GPub:
```

007 __	$a c $b r $d m $e n	
040 __	$a XXX $c XXX	
041 0_	$a eng $a spa	
060 _4	$a WE 544	
245 00	$a About fibromyalgia $h [electronic resource].	
260 __	$a Orange, CA : $b National Fibromyalgia Awareness Campaign	
546 __	$a Text in English and Spanish.	
538 __	$a Mode of access: World Wide Web.	
500 __	$a Title from caption (viewed Nov. 24, 2001).	
650 _2	$a Fibromyalgia $v Popular Works.	
710 2_	$a National Fibromyalgia Awareness Campaign.	
856 40	$u http://fmaware.org/fminfo/brochure.htm	

Comments:

This updating web site has no explicit publication date, so no 260 $c is given. The only
date on the resource is a single copyright date which matches the current year of viewing,
so at this point it cannot be determined if this is a date that is likely to change every year
or actually reflects the true beginning date for the resource. A 546 note is made to
indicate that the user can view the text in either English or Spanish and that information
is also coded in the 041 field.

Figure 6: *Online integrating resource 3--second viewing (Mar. 30, 2003)*
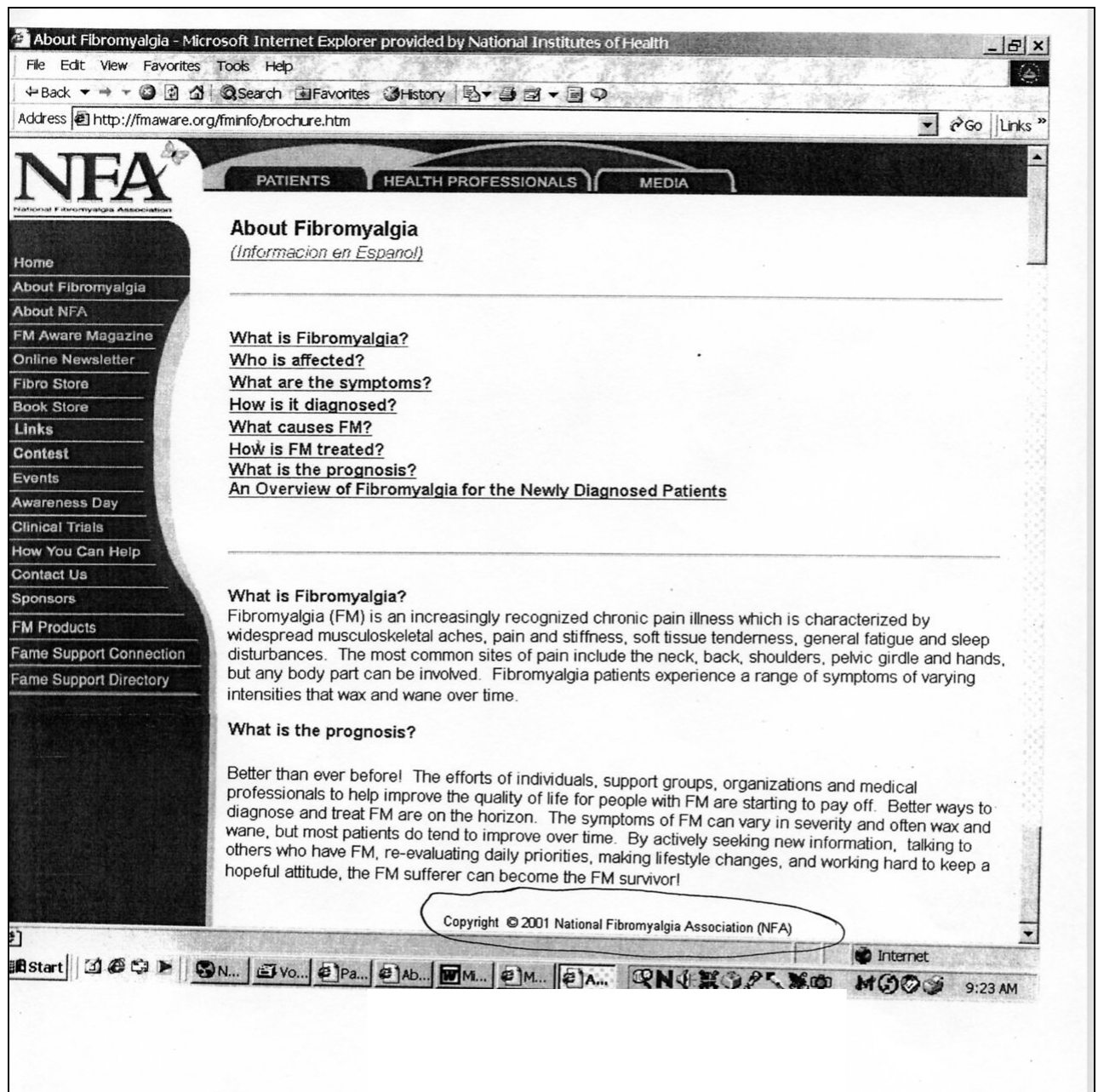
Bibliographic Record updated to reflect Figure 6

Type: a	ELvl:	Srce: d	Audn:	Ctrl:	Lang: eng
BLvl: m	Form: s	Conf:	Biog:	MRec:	Ctry: cau
	Cont:	GPub:	LitF: 0	Indx: 0	
Desc: a	Ills:	Fest: 0	DtSt: m	Dates: 2001, 9999	

006	Freq: u	Regl: u	ISSN:	SrTp: w	Orig: s
	Form: s	EntW:	Cont:	GPub:	Conf: Alph: S/L: 2
006	Audn:	File: d	GPub:		

007 __	$a c $b r $d m $e n
040 __	$a XXX $c XXX $d XXX
041 0_	$a eng $a spa
060 _4	$a WE 544
245 00	About fibromyalgia $h [electronic resource].
260 __	$a Orange, CA : $b **National Fibromyalgia Association**
362 1_	$a **Began in 2001?**
546 __	$a Text in English and Spanish.
538 __	$a Mode of access: World Wide Web.
500 __	$a Title from caption **(viewed Mar. 30, 2003).**
550 __	**$a Issued by the National Fibromyalgia Awareness Campaign <Nov. 24, 2001>**
650 _2	$a Fibromyalgia $v Popular Works.
710 2_	**$a National Fibromyalgia Association.**
710 2_	$a National Fibromyalgia Awareness Campaign.
856 40	$u http://fmaware.org/fminfo/brochure.htm

Comments:

When site is viewed again, the publisher has changed, so the 260 field must be updated to reflect the current publisher (also the issuing body), along with an access point (710) for the current publisher. If it is considered important to retain the former issuing body in the record, that information is moved to the 550 field as shown, and the earlier 710 may be retained in the record. Since at this point the cataloger can see that the copyright 2001 statement remains on the page, it is now reasonable to assume that actually may reflect the original date of publication, so a 362 note may be added to the record and the first date in the fixed field is made more specific.

Figure 7a: *Online integrating resource 4, home page--initial viewing (Oct. 19, 1995)*

WKBW NewsChannel 7
Buffalo, New York

Welcome to WKBW's Home Page

WKBW has entered the cyberspace age to give you easier access to NewsChannel 7, *AM Buffalo*, your favorite personality, and WWW areas around Western New York and the WORLD. Write E-Mail to Irv, check the latest forecast from Tom, ask Murph how that latest trade will affect the team, get those mouth-watering recipes you've seen on AM Buffalo.

These pages are enhanced for Netscape Browsers. If you have any questions about or suggestions to improve/add to our home page, e-mail Kevin Stuart, Web Site Coordinator. We look forward to hearing from you.

Congrats Bills on a Great Season!!!

What is happening in and around Western New York? Just click on the icon or titles below and they will lead you to information on what's happening at WKBW and in the area.

- Your Hometown Team: WKBW People

- WKBW Eyewitness News

- WKBW Eyewitness Sports

- WKBW Eyewitness Weather

- WKBW Program Schedule with Show Links

Figure 7b: *Online integrating resource 4--initial viewing con'td (page source)*

```
Albert 1.3.0 (UF web browser for CMS)              Screen 1 of 5 (more screens)
Viewing=http://www.wkbw.com/
Title=WKBW Home Page
<Unseen Image>
WKBW NewsChannel 7
Buffalo, New York

Welcome to WKBW's Home Page

WKBW has entered the cyberspace age to give you easier access to NewsChannel 7,  AM
Buffalo, your favorite personality, and WWW areas around Western New York and the
WORLD.  Write E-Mail to Irv, check the latest forecast from Tom, ask Murph how that latest
trade will affect the team, get those mouth-watering recipes you've seen on AM Buffalo.

These pages are enhanced for Netscape Browsers.  If you have any questions about or
suggestions to improve/add to our home page, e-mail Kevin Stuart, Web Site Coordinator.  We
look forward to hearing from you.

Congrats Bills on a Great Season!!!

<Unseen Image>
```

Bibliographic record for Figure 7 (a and b)

```
Type: m  ELvl:        Srce:  c      Audn:        Ctrl:        Lang: eng
BLvl: m  File:  m     GPub:                      MRec:        Ctry: nyu
Desc:  a                            DtSt: m      Dates:1995, 9999


006    Freq: k        Regl:  ■      ISSN:        SrTp:  w     Orig: s
       Form: s        EntW:         Cont:  s     GPub:        Conf:  Alph:  S/L: 2

007 __        $a c $b r $d m $e n
040 __        $a XXX $c XXX
245 00        $a News channel 7, WKBW-TV $h [electronic resource].
246 33        $a WKBW NewsChannel 7
246 3         $a News channel seven, WKBW-TV
246 1         $i Title on source code: $a WKBW home page
260 __        $a Buffalo, N.Y. : $b WKBW-TV
310 __        $a Continuously updated
362 1_        $a Began in 1995?
538 __        $a Mode of access: World Wide Web.
500 __        $a Title from home page banner graphic (viewed Oct. 19, 1995)
650 _0        $a Television stations $z New York (State) $z Buffalo.
710 2_        $a WKBW (Television station : Buffalo, N.Y.)
856 40        $u http://www.wkbw.com
```

Comments:

Choice of title proper is somewhat problematic for this site as there are several reasonable choices a cataloger could make for the source of the title proper, all appearing on the chief source. Since the banner title appears to be the most complete, it is selected as the 245, and all the other possibilities are recorded in 246 fields.

Once again, the choice of workform depends on cataloger judgment as to whether the site is primarily textual or more mixed or multimedia in nature. In this example, the cataloger has decided the various links reflected a combination of computer-oriented multimedia and selected the computer workform.

Because the web site makes a reference to entering the cyberspace age, it may be reasonable to guess that it began publication near the time of viewing, thus the 362 field with questionable date is added.

The site is updated more frequently than daily, it is coded as "continuously updated" in the 008 and a corresponding 310 field for that frequency is added to the record.   Note that when the 006 Frequency is coded "k," MARC 21 does not allow value "x" in 006 Regularity.

Figure 8: *Online integrating resource 4, second viewing (Apr. 9, 2001)*

Bibliographic record updated to reflect Figure 8

```
Type: m        ELvl:         Srce:  c      Audn:        Ctrl:          Lang: eng
BLvl: m        File:  m      GPub:          MRec:                      Ctry:  nyu
Desc:  a                     DtSt: m       Dates:1995, 9999


006    Freq: k        Regl:  r      ISSN:        SrTp:  w      Orig: s
       Form: s        EntW:         Cont:  s     GPub:         Conf:  Alph:  S/L: 2

007            $a c $b r $d m $e n
040  __        $a XXX $c XXX $d XXX
245  00        $a Eyewitness news, WKBW.com $h [electronic resource].
246  1         $i At head of title: $a Eyewitness news live on the net
246  1         $i Title on source code: $a WKBW-TV
246  33        $a WKBW NewsChannel 7 $f <Oct. 19, 1995>
246  1         $i Title on source code: $a WKBW home page $f <Oct. 19, 1995>
247  10        $a News channel 7, WKBW-TV $f <Oct. 19, 1995>
260  __        $a Buffalo, N.Y. : $b WKBW-TV
310  __        $a Continuously updated
362  1_        $a Began in 1995?
538  __        $a Mode of access: World Wide Web.
500  __        $a Title from home page banner graphic (viewed Apr. 9, 2001)
650  _0        $a Television stations $z New York (State) $z Buffalo.
710  2_        $a WKBW (Television station : Buffalo, N.Y.)
856  40        $u http://www.wkbw.com
```

Comments:

When this site is viewed again, the title on both the webpage and the page source has
changed. The banner graphic is still selected as the source of the title proper and the new
title is put in the 245. The former 245 field is moved to a 247 field, and new 246 fields
are added for the title in the source code and the information at head of title. The former
variant titles were determined by the cataloger to be important enough to retain in the
record, but dates are added in the 246 $f to show these titles no longer appear on the
resource. The source of title note is updated to give the most current viewing date.

Figure 9: *Online integrating resource—third viewing (June 16, 2003)*

Bibliographic record updated to reflect Figure 9

```
Type: m      ELvl:        Srce:  c      Audn:          Ctrl:          Lang: eng
BLvl: m      File:  m     GPub:                        MRec:          Ctry: nyu
Desc:  a                                 DtSt: m        Dates:1995, 9999


006    Freq: k       Regl:  r      ISSN:          SrTp:  w      Orig: s
       Form: s       EntW:         Cont:  s       GPub:         Conf:  Alph:  S/L: 2
```

007 __		$a c $b r $d m $e n
040 __		$a XXX $c XXX $d XXX
245 00		**$a WKBW.com** $h [electronic resource].
246 1_		$i At head of title: $a Eyewitness news live on the net **$f <Apr. 9, 2001>**
246 1_		$i Title on source code: $a WKBW-TV **$f <Apr. 9, 2001>**
246 33		$a WKBW NewsChannel 7 $f <Oct. 19, 1995>
246 1_		$i Title on source code: $a WKBW home page $f <Oct. 19, 1995>
247 10		**$a Eyewitness news, WKBW.com $f <Apr. 9, 2001>**
247 10		$a News channel 7, WKBW-TV $f <Oct. 19, 1995>
260 __		$a Buffalo, N.Y. : $b WKBW-TV
310 __		$a Continuously updated
362 1_		$a Began in 1995?
538 __		$a Mode of access: World Wide Web.
500 __		**$a Title from source code (viewed June 16, 2003)**
650 _0		$a Television stations $z New York (State) $z Buffalo.
710 2_		$a WKBW (Television station : Buffalo, N.Y.)
856 40		$u http://www.wkbw.com

Comments:

Another viewing of the site reveals that the title has changed yet again. The banner graphic no longer contains information that could be regarded as a title, so the title is taken from the source code (which is the same as the information seen on the title bar). The former 245 is moved to a 247 field, with the date it had been viewed added as a $f in angle brackets. The current title is put in the 245 field and the source of title note and date viewed is updated to reflect the current iteration. The other title information provided in the source code (i.e. live, local, late breaking) is not considered important enough to transcribe or note in the record.

Figure 10: *Online integrating resource 5-- initial viewing (June 15, 2002)*

Bibliographic record created for Figure 10					

```
Type:  a      ELvl:        Srce:  c    Audn:         Ctrl:         Lang: eng
BLvl:  m      Form:  s     Conf:       Biog:         MRec:         Ctry:  onc
              Cont:        GPub:       LitF:  0      Indx:  0
Desc:  a      Ills:     a  Fest:  0    DtSt:  m      Dates: 1999, 9999

006           Freq:  u     Regl:  u    ISSN:         SrTp:  w      Orig: s
              Form: s      EntW:       Cont:  GPub: Conf: Alph:  S/L: 2

006           Audn:        File:   d   GPub:

007 __        $a c $b r $d m $e n
040 __        $a XXX $c XXX
041 0_        $a eng $a fre
050 _4        $a GV845
245 00        $a Canadian Curling Association  $h [electronic resource] = $b
              Association Canadienne de curling.
246 31        $a Association Canadienne de curling
260 __        $a Cumberland, Ont. : $b Canadian Curling Association
362 1_        $a Began in 1999?
538 __        $a Mode of access: World Wide Web.
546 __        $a May be viewed in English or French.
500 __        $a Title from home page (viewed June 15, 2002).
650 _0        $a Curling $z Canada.
710 _2        $a Canadian Curling Association.
856 40        $u http://www.curling.ca
```

Comments:

This updating Web site is an example of the use of a parallel title in an integrating resource record. Per Rule 1.1B5, even though the word "Association" only appears once on the homepage and title bar, it is clearly meant to be read in both the English and French forms and thus is repeated without brackets in the 245 field.

Because the site includes much more than administrative details of the Association, title main entry was selected for this resource. Beginning date is estimated from a range of copyright dates given at the bottom of the screen (not viewable in this printout).

Figure 11: *Online integrating resource5--second viewing (Apr. 19, 2003)*

Curling.ca

Canadian Curling Association
L'Association Canadienne de curling

HOME en français   View Shopping Cart - Checkout   INSIDE THE CCA   ONLINE STORE   CONTACT US

Programs and Services

Administration and Members

News and Information

Season of Champions

National Training Centre

International Tours

The Sport of Curling

Shop Online @ Curling.ca

Guy Hemmings

Curling Link Index

Curling Hall of Fame

Grants, Awards, Scholarships

Photo Galleries and Clipart

The Business of Curling™

Industry Contacts

Historical Statistics

Curling Classifieds

Curling Games

:: Curling.ca Chat Events

COMING SOON!!!

Canadian men win second straight Ford Worlds title (4/13/2003)

For the first time in more than 30 years, a team has won back-to-back world men's curling championships. ...more

Other Curling News

▸ U.S. women claim Ford Worlds gold (4/12/2003)
▸ Canada-Switzerland men's final set at Ford Worlds (4/12/2003)
▸ Canada, U.S. to play for Ford Worlds women's gold medal (4/11/2003)
▸ Final four men's showdowns set at Ford Worlds (4/10/2003)
▸ Women's semifinalists set at Ford Worlds (4/10/2003)
▸ more headlines, press releases, and event information

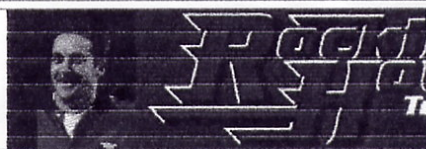Search our site:

Click her
Champions

WORLD CURLING FEDERATION

Become a CCA E-member and WIN

a FREE copy CURLING   Your e-mail address   SUB

FONDATION SANDRA SCHMIRLER FOUNDATION
sandraschmirler.org

Legal Terms | P

http://www.curling.ca/home.asp   4/19/03

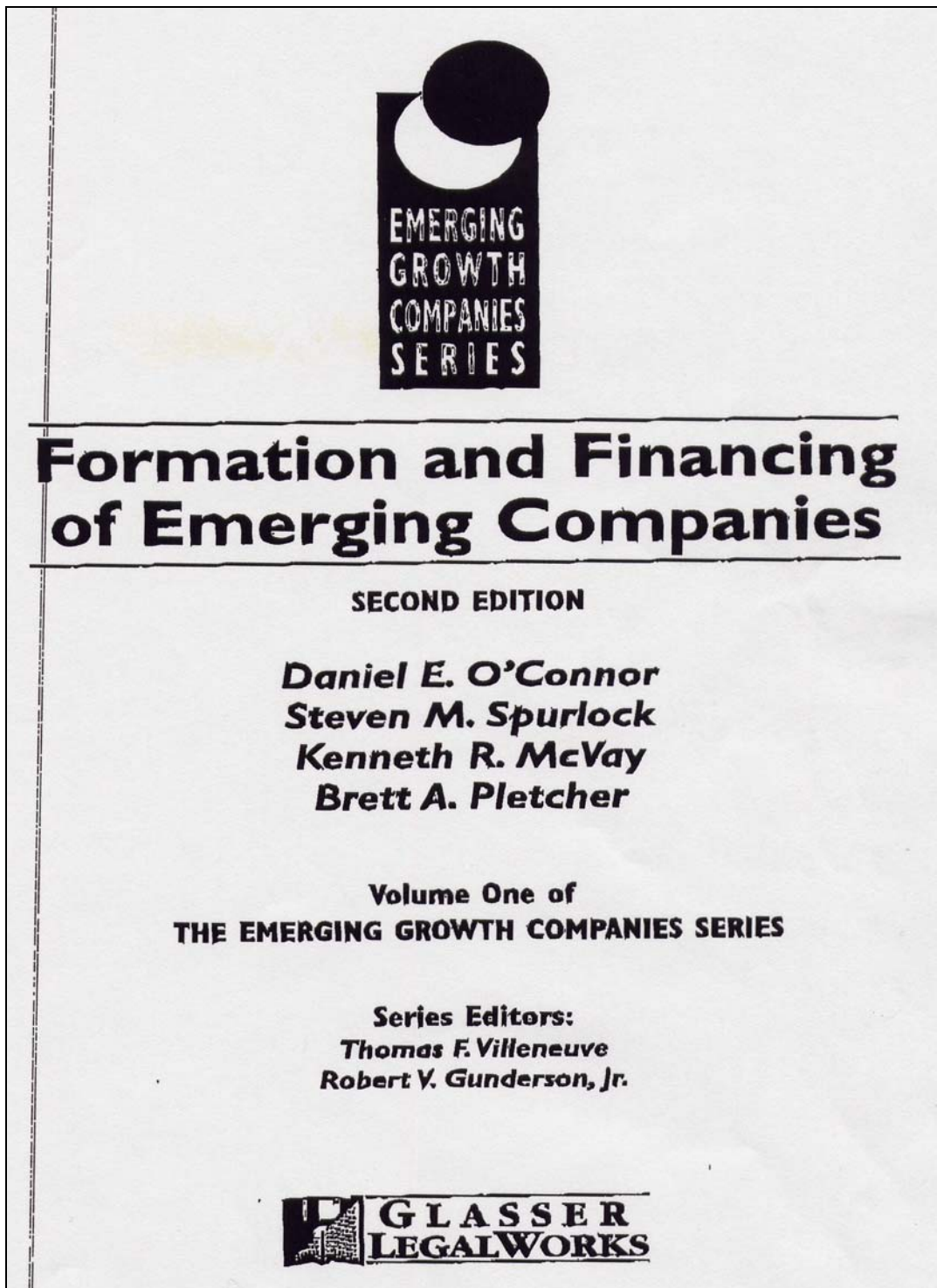**Bibliographic record updated to reflect Figure 11**

```
Type: a      ELvl:        Srce: c      Audn:        Ctrl:        Lang: eng
BLvl: m      Form: s      Conf:        Biog:        MRec:        Ctry: onc
             Cont:        GPub:        LitF: 0      Indx: 0
Desc: a      Ills:   a    Fest: 0      DtSt: m      Dates: 1999, 9999

006          Freq: u      Regl: u      ISSN:        SrTp: w      Orig: s
      Form: s          EntW:          Cont:          GPub:  Conf: Alph: S/L: 2

006          Audn:        File: d      GPub:

007 __       $a c $b r $d m $e n
040 __       $a XXX $c XXX $d XXX
041 0_       $a eng $a fre
050 _4       $a GV845
245 00       $a Curling.ca $h [electronic resource] / $c Canadian Curling
             Association.
246 11       $a Association Canadienne de curling $f <June 15, 2002>
247 10       Canadian Curling Association  $f <June 15, 2002>
260 __       $a Cumberland, Ont. : $b Canadian Curling Association
362 1_       $a Began in 1999?
538 __       $a Mode of access: World Wide Web.
546 __       $a May be viewed in English or French.
500 __       $a Title from home page (viewed Apr. 19, 2003).
650 _0       $a Curling $z Canada.
710 2_       $a Canadian Curling Association.
856 40       $u http://www.curling.ca
```

Comments:

When the site is viewed again, the title has changed, so the earlier title is moved to a 247 field, and the existing 246 field for the parallel title is adjusted to reflect the fact that the parallel title is associated with an earlier iteration. The first indicator in the 246 field is changed from "3" to "1" so that a note reflecting the date associated with this earlier parallel title will be generated, as well as an added entry. The date viewed in the source of title note is updated. Note that in the 245 subfield $c, the parallel statement of responsibility is not given per LCRI 1.1F11.

Figure 12a: *Updating loose-leaf 1--with accompanying material*

EMERGING GROWTH COMPANIES SERIES

Formation and Financing of Emerging Companies

SECOND EDITION

Daniel E. O'Connor
Steven M. Spurlock
Kenneth R. McVay
Brett A. Pletcher

Volume One of
THE EMERGING GROWTH COMPANIES SERIES

Series Editors:
Thomas F. Villeneuve
Robert V. Gunderson, Jr.

GLASSER LegalWorks

Figure 12b: *Updating loose-leaf 1--with accompanying material cont'd*

© 2003, 1998 by Glasser LegalWorks

All rights reserved. Printed in the United States of America

ISBN 1-888075-C5-8, 1-888075-76-7

No part of this publication may be reproduced or transmitted in any form or by any means, electronic or mechanical, including photocopy, recording or any information storage or retrieval system without permission in writing from the publisher.

Requests for permission to make copies of any part of this work should be submitted via email, facsimile or regular mail to:

Permissions, Glasser LegalWorks
150 Clove Road
Little Falls, New Jersey 07424
telephone: (800) 308-1700
facsimile: (973) 890-0042
email: books@glasserlegalworks.com
web: www.glasserlegalworks.com

Figure 12c: *Updating loose-leaf 1--with accompanying material cont'd*
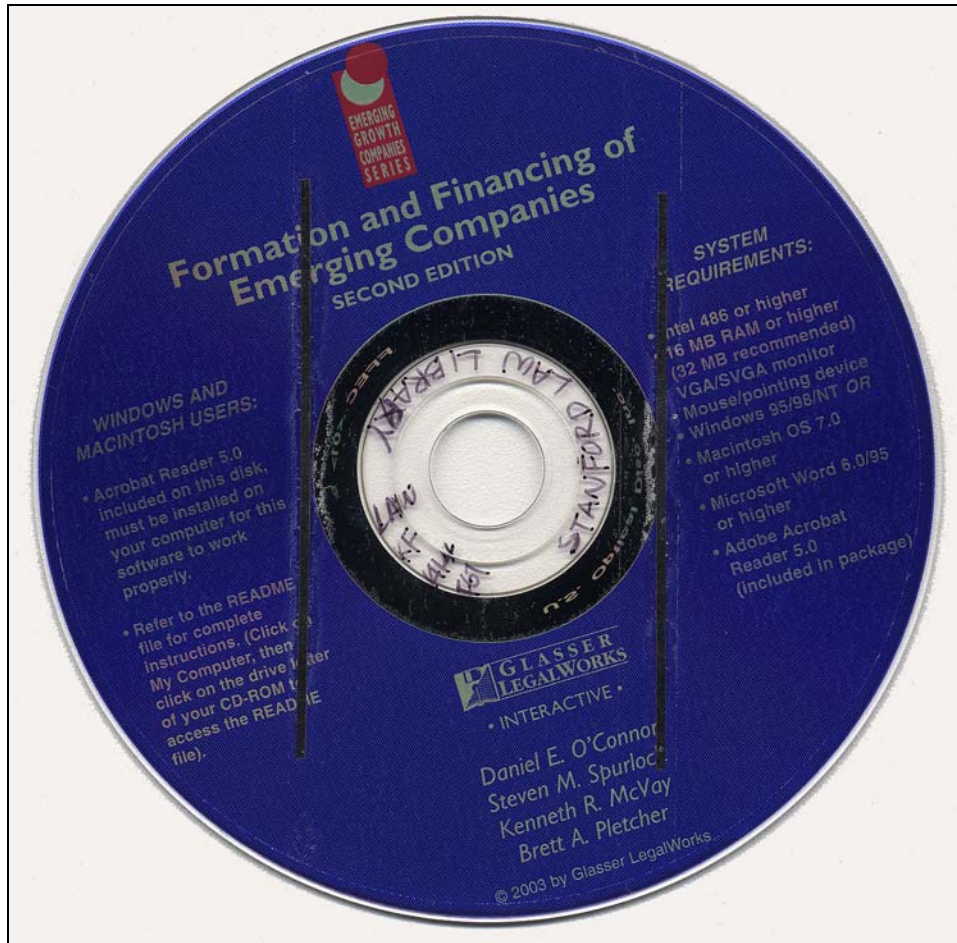
Bibliographic record created for Figure 12 (a, b, and c)

```
 ID:CSULA5337641-B          RTYP:c    ST:p   FRN:   MS:c EL:     AD:01-31-03
 CC:9115  BLT:am      DCF:a  CSC:d   MOD:    SNR:      ATC:       UD:06-16-03
 CP:nju     L:eng     INT:   GPC:    BIO:    FIC:0    CON:b       TOC:
 PC:m      PD:2003/9999      REP:    CPI:0   FSI:0    ILC:k       II:1
 006 MDF (TIP:m)
   INT:  TMDF:d GPC:
 006 SER (TIP:s)
   FRQ:u REG:u ISDS:  TYP:l PHY:  REP:  IS:  CNC:    GPC:  CPI:0 ALPH:  SL:2
 020     188075767
 020      |z1888075C58
 035     (CSt-Law)(Sirsi)a5337641
 040     ZWF |cZWF |dCSt-Law |dCStRLIN
 043     n-us---
 050  4  KF1414 |b.F67
 245 00  Formation and financing of emerging companies / |cDaniel E. O'Connor
         ... [et al.].
 250     2nd ed.
 260     Little Falls, N.J. : |bGlasser LegalWorks, |c2003-
 300     v. (loose-leaf) : |bforms ; |c26 cm. + |eCD-ROM (4 3/4 in.).
 440  0  Emerging growth companies series ; |vv. 1
 538     System requirements for accompanying CD-ROM: Intel 486 or higher; 16 M
         B RAM or higher (32 MB recommended); Windows 95/98/NT or Macintosh OS
         7.0 or higher; Microsoft Word 6.0/95 or higher, Adobe Acrobat reader
         5.0(included).
 500     Includes index.
 650  0  New business enterprises |xLaw and legislation |zUnited States.
 650  0  New business enterprises |xFinance |xLaw and legislation |zUnited
          States.
 700 1   O'Connor, Daniel E., |d1961-
 780 00  O'Connor, Daniel E., |d1943- |tFormation and financing of emerging
          companies. |b1st ed. |z1888075767
```

Comments:

This record illustrates an updating loose-leaf with accompanying material. In the
bibliographic record, there are multiple 006 fields, for the serial aspects of the resources
and for the CD-ROM accompanying material (the latter is optional).
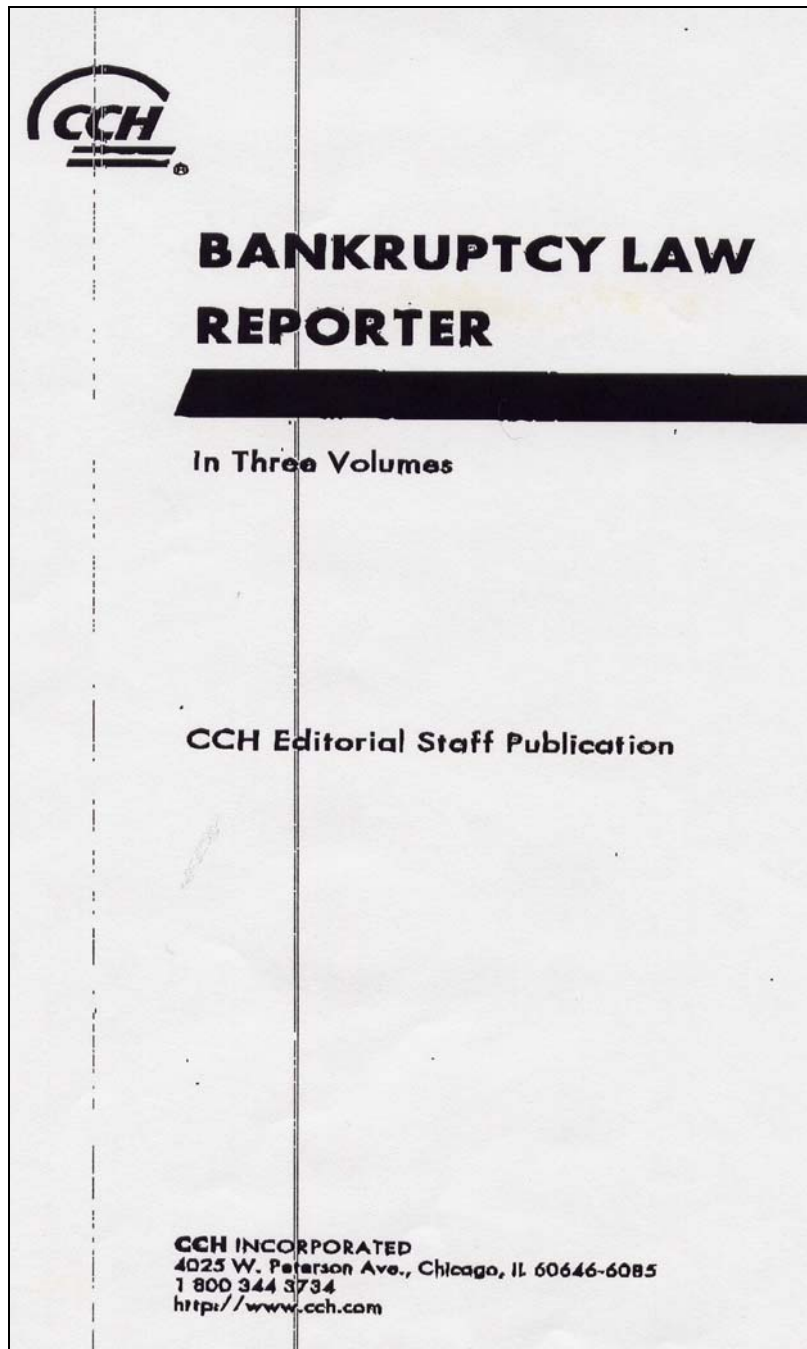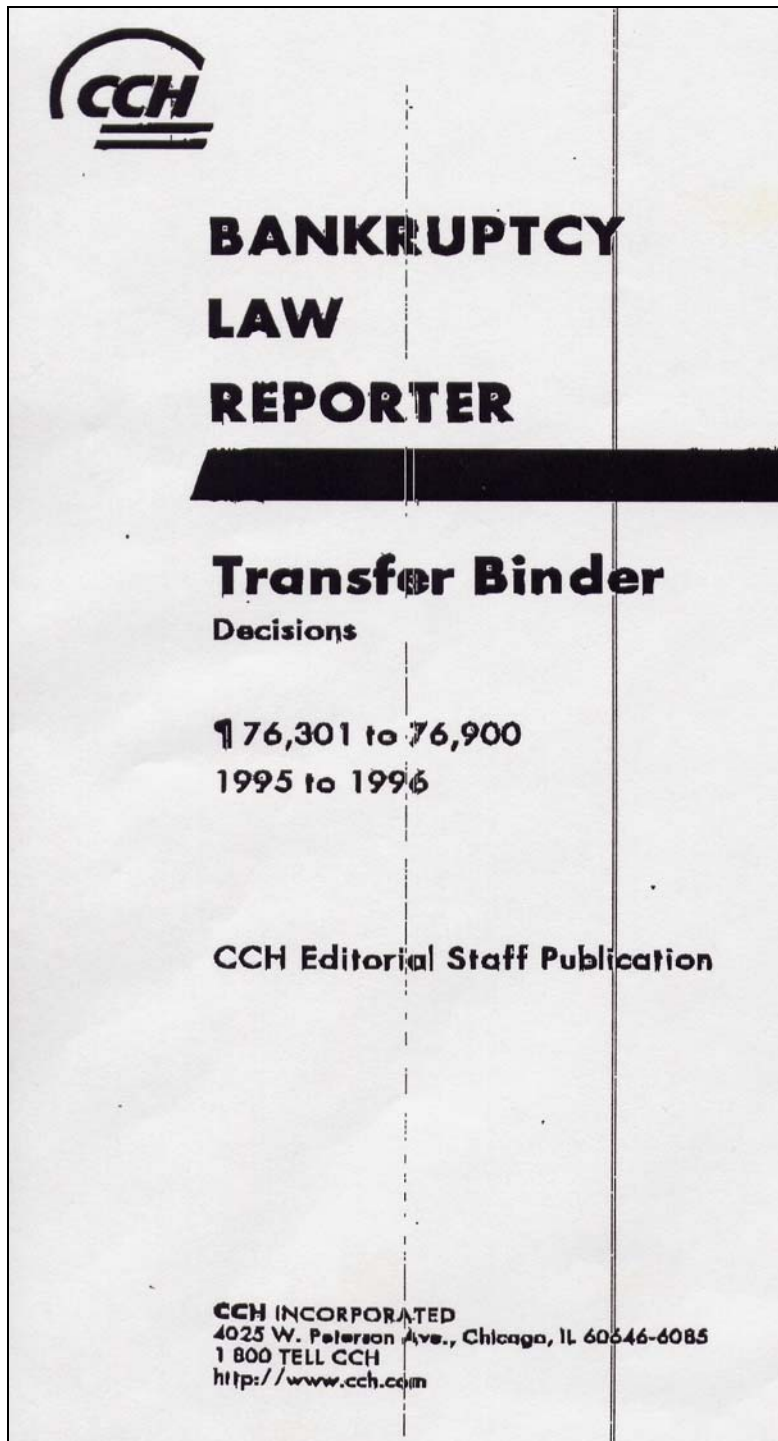
Figure 13a: *Updating loose-leaf—with transfer binder*

Figure 13b: *Updating loose-leaf—with transfer binder cont'd*

Bibliographic record created for Figure 13 (a and b)

```
ID:MAHGAFF63298-B           RTYP:c    ST:p   FRN:   MS:c  EL:     AD:07-17-84
 CC:9115  BLT:am      DCF:a   CSC:d  MOD:    SNR:     ATC:        UD:06-23-01
 CP:ilu     L:eng     INT:    GPC:   BIO:   FIC:0    CON:        TOC:
 PC:m       PD:1979/9999      REP:   CPI:0  FSI:0    ILC:k       II:1
 006 SER (TIP:s)
   FRQ:s REG:r ISDS: TYP:l PHY: REP:  IS:  CNC:    GPC:  CPI:0 ALPH
 035     (MH)MHAFF63298HU
 035     (CStRLIN)MAHL84B4077
 040     CSt-Law |cCSt-Law |dNbOC-L |dMiU-L |dMH-L |dCStRLIN
 043     n-us---
 245 00  Bankruptcy law reporter.
 260     Chicago, Ill. : |bCommerce Clearing House, |cc1979-
 300     v. (loose-leaf), v. (transfer) ; |c25 cm.
 310     Updated semimonthly
 490 1   Topical law reports
 500     "CCH editorial staff publication."
 500     Includes indexes.
 500     Kept up to date by current reports.
 500     Material of a permanent nature is removed from main set and filed in
         transfer binders with title: Decisions.
 650  0  Bankruptcy |zUnited States.
 710 2   Commerce Clearing House.
 830  0  Topical law reports (Commerce Clearing House)
```

Comments:

This record illustrates the use of the 300 field for indicating that there are transfer binders associated with the resource.

The 310 on this record is also coded in the 006. An alternate wording for the 310 would be "Semimonthly updates".

Figure 14a: *Updating loose-leaf*

Cable Television and
Other Nonbroadcast Video

Law and Policy

by Daniel L. Brenner
Monroe E. Price
Michael I. Meyerson

Volume 1
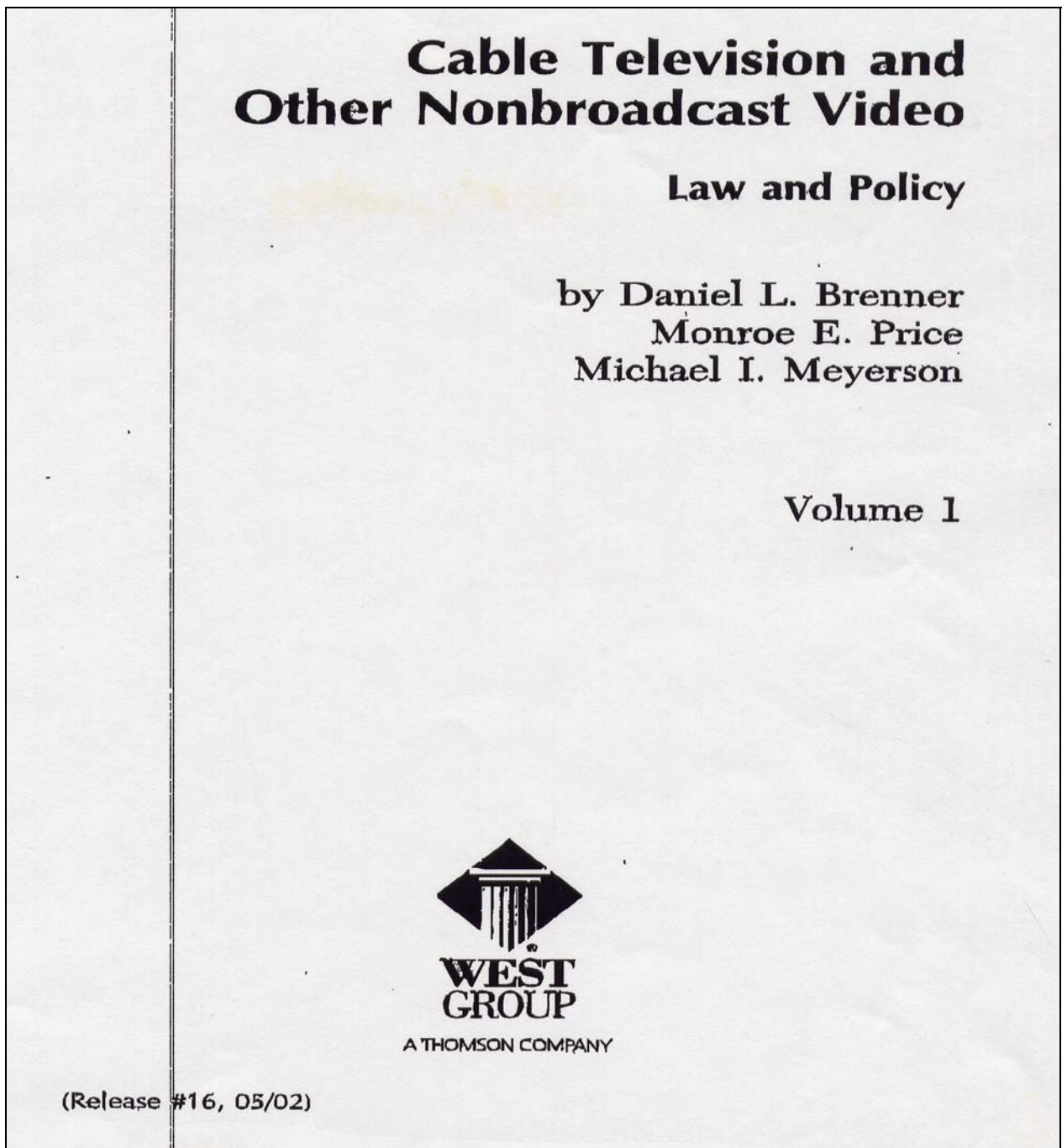
WEST
GROUP

A THOMSON COMPANY

(Release #16, 05/02)

Figure 14b: *Updating loose-leaf cont'd*

Dedications

For Dorothy, John, and Jason, and in memory of Max and Stacy

—Daniel L. Brenner

For my teachers: H.G.P., I. de S.P., and M.I.N.

—Monroe E. Price

For Lesly, William, and Andrew

—Michael I. Meyerson

(Release #16, 5/02)

Bibliographic record created for Figure 14 (a and b)

```
 ID:DCLC8530946-B           RTYP:c    ST:p   FRN:   MS:c EL:      AD:12-11-85
 CC:9110  BLT:am      DCF:a   CSC:    MOD:    SNR:      ATC:      UD:11-23-00
 CP:ilu    L:eng     INT:   GPC:    BIO:   FIC:0   CON:      TOC:
 PC:m      PD:1986/2002      REP:    CPI:0  FSI:0   ILC:       II:1
 006 SER (TIP:s)
 FRQ:u REG:u ISDS: TYP:l PHY: REP: IS: CNC:    GPC: CPI:0 ALPH:  SL:2
 010      8530946
 020      0876324898 (loose-leaf)
 040      DLC |cDLC |dDLC |dCStRLIN
 043      n-us---
 050 00  KF2844 |b.B74 1986
 082 00  343.73/09946 |a347.3039946 |219
 100 1   Brenner, Daniel L., |d1951-
 245 10  Cable television and other nonbroadcast video : |blaw and policy / |cby
          Daniel L. Brenner, Monroe E. Price, Michael I. Meyerson.
 260      St. Paul, Minn. : |bWest Group, |c1986-2002.
 300      2 v. (loose-leaf) ; |c26 cm.
 440  0  Entertainment & communications law library
 500      Authors: Daniel L. Brenner and Monroe E. Price (1986-   ).
 500      Published: New York : C. Boardman, 1986-1990 ; Deerfield, IL : Clark
          Boardman Callaghan, 1991-1997 ; St. Paul, Minn. : West Group, 1998-2002.
 500      Series title:  Clark Boardman Callaghan entertainment & communications
          law library, <1986-1998>
 500      Includes index.
 500      Description based on: v. 1, t.p., rel. #16, 05/02.
 650  0  Cable television |xLaw and legislation |zUnited States.
 650  0  Direct broadcast satellite television |xLaw and legislation |zUnited
          States.
 700 1   Price, Monroe Edwin, |d1938-
 700 1   Meyerson, Michael.
 785 00  Brenner, Daniel L., |d1951- |t Cable television and other nonbroadcast
          video. |b 2003 ed.
 830  0  Clark Boardman Callaghan entertainment & communications law library.
```

Comments:

This record is the original edition of an updating loose-leaf title updated to reflect release #16 (Figure 145); it lacks any edition statement. The next example shows the new edition of this title.

Note that the basic cataloging reflects previous punctuation practice and need not be changed to reflect new rules. This record contains examples of notes for changes in author, title and series, as well as a note indicating the release on which the description is based.
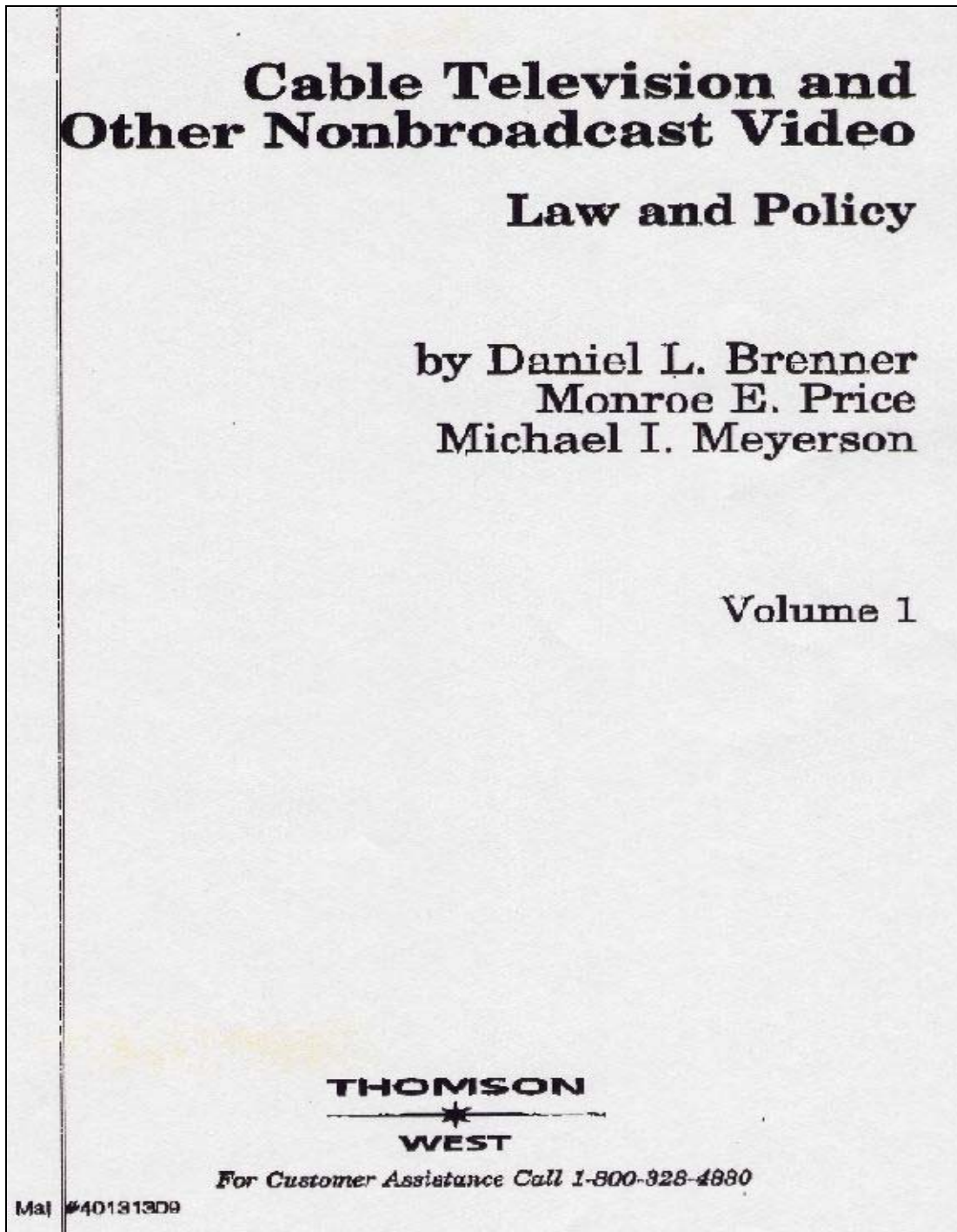
Figure 15a: *Updating loose-leaf —new base volume*

Cable Television and Other Nonbroadcast Video

Law and Policy

by Daniel L. Brenner
Monroe E. Price
Michael I. Meyerson

Volume 1

THOMSON
★
WEST

For Customer Assistance Call 1-800-328-4880

Mat #40131309

PCC/BIBCO
08/01/03
Appendix A: I-16 p. 34

Figure 15b: *Updating loose-leaf 2—new base volume cont'd*

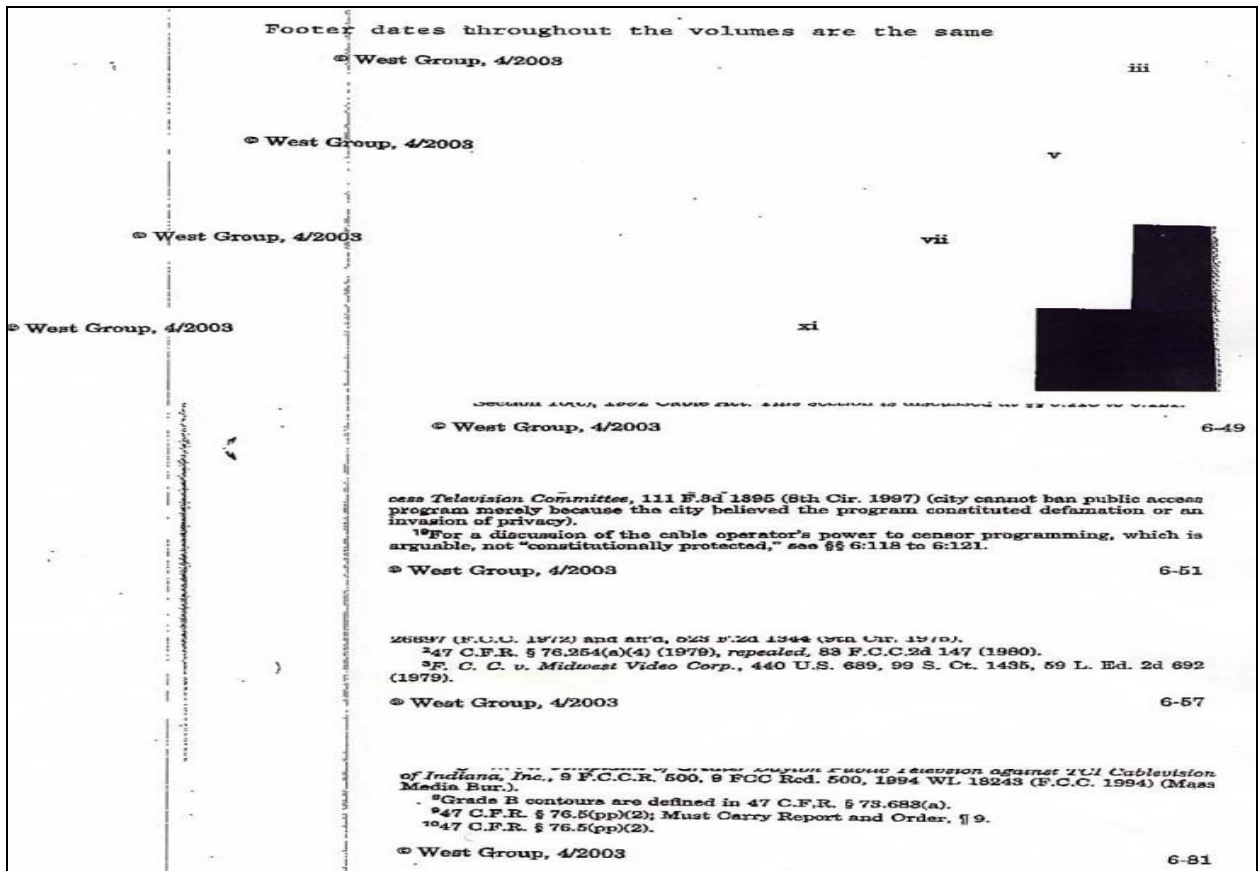PCC/BIBCO
08/01/03
Appendix A: I-16 p. 35

Figure 15c: *Updating loose-leaf 2—new base volume cont'd*

Copyright 1986, 1988, 1989, 1990 by Clark Boardman Company, Ltd.
    Copyright 1991, 1992, 1993, 1994, 1995 Clark Boardman Callaghan, a division
of Thomson Legal Publishing, Inc.
Copyright 1996, 1997 Clark Boardman Callaghan, a division of
Thomson Information Services, Inc.
© 1998, 1999, 2000, 2001, 2002, 2003 West Group. All rights reserved.

West Group has created this publication to provide you with accurate and authoritative information concerning the subject matter covered. However, this publication was not necessarily prepared by persons licensed to practice law in a particular jurisdiction. West Group is not engaged in rendering legal or other professional advice, and this publication is not a substitute for the advice of an attorney. If you require legal or other expert advice, you should seek the services of a competent attorney or other professional.

ISBN # 0-87632-489-8

Figure 15d: *Updating loose-leaf 2—new base volume cont'd*

Important: Filing Instructions

Cable Television and other Nonbroadcast Video

Daniel L. Brenner

Monroe E. Price

Michael I. Meyerson

Enclosed is the April 2003 release of *Cable Television and Other Nonbroadcast Video*. This release contains up-to-date coverage of recent case law and legislation.

Filing Instructions

This 2003 release of Cable Television and other Non-Broadcast Video comes to you in a complete-contents replacement as a two-volume set with new ring binders. There is no release number as this is a new baseline for this product. The material has been placed in a new format that will bring more uniformity among West Group products and facilitate the development of online material. We hope you find the format changes help make this a more accessible and manageable product.

Highlights

Recent developments in this update include:

The court upheld a requirement that access programmers notify the entity operating the access channel before broadcasting a program which contains material that is "potentially offensive." *Demarest v.*

OVER
Insert SAP #40131309si

Bibliographic record created for Figure 15 (a, b, c and d)

```
ID:MASL03-B1790           RTYP:c   ST:p  FRN:  MS:  EL:    AD:06-03-03
 CC:9116  BLT:am     DCF:a  CSC:d  MOD:   SNR:    ATC:     UD:06-04-03
 CP:mnu    L:eng    INT:   GPC:   BIO:   FIC:0   CON:b   TOC:
 PC:m     PD:2003/9999    REP:   CPI:0  FSI:0   ILC:     II:1
 006 SER (TIP:s)
 FRQ:u REG:u ISDS: TYP:l PHY: REP: IS: CNC:   GPC: CPI:0 ALPH:  SL:2
 020      |z 0876324898
 040      MBS |cMBS
 043      n-us---
 050  4  KF2844.Z9 |bB74 2003
 100 1   Brenner, Daniel L., |d1951-
 245 10  Cable television and other nonbroadcast video : |blaw and policy / |cby
          Daniel L. Brenner, Monroe E. Price, Michael I. Meyerson.
 250      [2003 ed.].
 260      [St. Paul, Minn.] : |bThomson West, |cc2003-
 300      v. (loose-leaf) ; |c25 cm.
 504      Includes bibliographical references and index.
 650  0 Cable television |xLaw and legislation |zUnited States.
 650  0  Direct broadcast satellite television |xLaw and legislation |zUnited
          States.
 700 1   Price, Monroe Edwin, |d1938-
 700 1   Meyerson, Michael.
 780 00  Brenner, Daniel L., |d1951- |t Cable television and other nonbroadcast
          video |w (DLC)   8530946 |z 0876324898
```

Comments:

This record is an example of a title that was released with a new base volume, having a new date in the header/footer, etc., that is consistent throughout the base volume, but that does not have a new edition statement. According to LCRI 21.3B, this new iteration should be treated as a new resource and a new bibliographic record is required. Because both the earlier iteration and this current one lack edition statements and the main entry/title proper is the same, an edition statement is supplied in brackets on the bibliographic record for the new iteration, using the beginning year of publication, distribution, etc.

The ISBN is the same as the resource in Figure 14, it is coded as 020 subfield $z on the new bibliographic record. (The publisher considers the release to be an update, rather than a new edition, and continues to use the same ISBN.)